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Section 1 - Ambulatory Care Reporting Menu

The Ambulatory Care Reporting Project (ACRP) enhances the process of collecting and storing encounter-based clinical, diagnostic, and administrative outpatient data for daily transmission to the Austin Automation Center (AAC).

The Ambulatory Care project will be working in concert with the National Patient Care Database project (NPCDB). The two projects have common objectives.

- Capture and record selected demographic data about the patient
- Identify the date and time services were provided
- Identify what was done, why it was done, and who provided the services
- Move the information from **VISTA** to the NPCDB via an Event Driven Reporting mechanism for the purpose of workload credit

Collecting more specific and encounter-based clinical, diagnostic, and administrative data will enable more detailed analysis of VHA's outpatient healthcare activity. Tracking the amount of care provided across the types of healthcare services offered will be key in the calculation of corporate costs. The information will also be a valuable database for resource utilization studies, forecasting, and healthcare planning for the future.

All options in the ACRP Reports menu have been modified to return multiple reports when multiple divisions are selected. For example, if you select division A and division B, the output will contain a report for division A, a report for division B, and a report that reflects the combination of divisions A and B.

The following is a brief description of the options included in this section.

ACRP REPORTS MENU

ACRP AD HOC REPORT MENU

ACRP AD HOC REPORT

This option allows creation of workload reports in many variations according to specified parameters.

DELETE ANAD HOC REPORT TEMPLATE

This option is used to delete report templates that are no longer used.

DISPLAY AD HOC REPORT TEMPLATE PARAMETERS

This option displays report parameters that are stored as a template.

PRINT FROM AD HOC TEMPLATE

This option allows the printing of workload reports from pre-defined templates.

CLINIC GROUP MAINTENANCE FOR REPORTS

This option allows for entering, editing, and printing clinic groups and clinic group assignments which are used for reports.

CLINIC UTILIZATION STATISTICAL SUMMARY

This option is used to print clinic utilization statistics for a specified date range.

DATA VALIDATION MENU

ENC. BY DSS ID/DSS ID BY FREQ. (OP0, OP1, OP2)

This option produces a report that returns statistics by DSS Identifier in a format that matches the Austin OP0, OP1, and OP2 reports.

MEANS TEST VISITS & UNIQUES (OP3, OP4, OP5)

This option produces a summary of Means Test visits and uniques in a format that matches the Austin OP3, OP4, and OP5 reports.

MOST FREQUENT 50 CPT CODES (OP6)

This option produces a listing of the 50 most frequent ambulatory procedure codes with associated provider type frequency in a format that matches the Austin OP6 report.

MOST FREQUENT 50 ICD-9-CM CODES (OP7)

This option produces a listing of the 50 most frequent diagnoses with associated provider type frequency in a format that matches the Austin OP7 report.

MOST FREQUENT 20 PRACTITIONER TYPES (OP8)

This option produces practitioner type frequency statistics in a format that matches the Austin OP8 report.

VISITS AND UNIQUE SSNs BY COUNTY (OP9)

This option provides counts of encounters, visits, and uniques by state and county in a format that matches the Austin OP9 report.

ENCOUNTER ACTIVITY REPORT

This option produces a report of encounter, visit, and unique patient statistics by selected clinic, provider, or stop code.

ENCOUNTER 'ACTION REQUIRED' REPORT

This option is used to print a report of "action required" encounters in detailed or statistics format for a specified date range.

MEANS TEST /ELIGIBILITY/ENROLLMENT REPORT

This option is used to produce statistics of encounters, visits, and uniques by encounter Means Test indicator, encounter eligibility, and current enrollment priority.

OUTPATIENT DIAGNOSIS/PROCEDURE FREQUENCY REPORT

This option produces a report which returns ranked lists of diagnoses and procedures by frequency.

OUTPATIENT DIAGNOSIS/PROCEDURE CODE SEARCH

This option produces a report which returns lists of patients that have had outpatient procedures or diagnoses within groups, ranges, or selections specified by the user.

OUTPATIENT ENCOUNTER WORKLOAD STATISTICS

This option prints outpatient encounter workload statistics based on "parent" encounters in the OUTPATIENT ENCOUNTER file.

PATIENT ACTIVITY BY APPOINTMENT FREQUENCY

This option is used for printing patient appointment activity for a selected date range by selected stop codes, a range of stop codes, or by clinic group.

PATIENT ENCOUNTER LIST

This option is used to print a listing of patient encounters in reverse chronological order for a specified patient.

RETROACTIVE VISITS LIST

This option is used to print a list of appointments and/or add/edits that have been entered after workload data has been transmitted to the Austin Automation Center.

REVIEW OF SCHEDULING/PCE/PROBLEM LIST DATA

This option is used to print a report of Scheduling, Patient Care Encounter, Visit Tracking, and Problem List data for a selected patient and encounter date.

TREND OF FACILITY UNiques BY 12 MONTH DATE RANGES

This option is used for trending facility outpatient uniques by overlapping 12 month date ranges for the past 5 years.

VETERANS WITHOUT ACTIVITY SINCE A SPECIFIED DATE

This option produces a report which extracts a listing of veterans not defined as deceased that have not had medical center activity since a specified date range.

ERROR LISTING

This option is used to generate the Transmitted Outpatient Encounter Error List which contains a listing of the errors reported by the NPCDB in Austin for a user-specified date range.

TRANSMISSION REPORTS

TRANSMISSION HISTORY REPORT - FULL

This option provides a complete transmission history of all encounters for a selected date range for selected divisions, clinics, and patients.

TRANSMISSION HISTORY FOR PATIENT

This option provides the ACRP transmission history of all encounters for a selected patient in a selected time frame.

SUPERVISOR AMBULATORY CARE MENU

You must hold the SD SUPERVISOR security key to access these options except for the Edit Outpatient Encounter option which requires the SCENI ENCOUNTER EDIT key.

EDIT APPOINTMENT TYPE FOR ADD/EDIT ENCOUNTERS

This option is used to edit the appointment type for add/edit encounters.

CHECK TRANSMITTED OUTPATIENT ENCOUNTER FILES

This option searches the OUTPATIENT ENCOUNTER file (#409.68) for encounters that are "checked out" but have no entry in the TRANSMITTED OUTPATIENT ENCOUNTER file (#409.73).

PURGE AMBULATORY CARE REPORTING FILES

This option purges the TRANSMITTED OUTPATIENT ENCOUNTER file (#409.73) of all encounters that occurred during a user-specified date range.

SCHEDULING/PCE BAD POINTER COUNT

This option reports the numbers of patient appointments and dispositions with missing or incorrect outpatient encounter pointers.

EDIT OUTPATIENT ENCOUNTER

This option allows you to edit four fields from the OUTPATIENT ENCOUNTER file (#409.68).

PURGE REJECTIONS THAT ARE PAST DATABASE CLOSE-OUT

This option purges the TRANSMITTED OUTPATIENT ENCOUNTER ERROR file (#409.75) of encounter rejections that cannot be transmitted due to the NPCDB database close-out.

DATA TRANSMISSION REPORT

This option is used to generate the NPCDB Data Transmission Report which displays a log of transmissions to the NPCDB for a user-specified date range.

INCOMPLETE ENCOUNTER MANAGEMENT

INCOMPLETE ENCOUNTER REPORTS

ALPHA LIST OF INCOMPLETE ENCOUNTERS

The Alpha List of Incomplete Encounters option prints a list of all errors found in the TRANSMITTED OUTPATIENT ENCOUNTER ERROR file (#409.75) at the time the report is generated.

INCOMPLETE ENCOUNTER ERROR REPORT

The Incomplete Encounter Error Report is used to print all inconsistencies and missing data for a selected date range for encounter records which 1) have not been transmitted or 2) have been rejected by the Austin NPCD.

INCOMPLETE ENCOUNTERS BY ERROR CODE

The Incomplete Encounters by Error Code option is used to print the errors in the TRANSMITTED OUTPATIENT ENCOUNTER ERROR CODE file (#409.76).

SUMMARY REPORT - IEMM

This report prints a summary showing total encounters for a date range and the number and percentage of incomplete encounters.

CORRECT INCOMPLETE ENCOUNTERS

This option is used to view and correct incomplete encounters.

RETRANSMIT AMBULATORY CARE DATA BY DATE RANGE

This option is used to mark outpatient encounters within a user-specified date range for retransmission to the NPCDB in Austin.

SELECTIVE RETRANSMISSION OF NPCDB REJECTIONS

This option provides a list of patients who currently have rejections from NPCDB and the ability to selectively choose which encounters should be marked for retransmission.

ACRP Reports Menu

ACRP Ad Hoc Report Menu

ACRP Ad Hoc Report

Introduction

This option allows creation of workload reports from the ACRP databases, in a variety of different ways, according to specified parameters. It is based on encounter activity found in the OUTPATIENT ENCOUNTER file.

Parameter Selection

Parameter selection for this report is presented in a series of screens that group each type of parameter. The actual set of parameter prompts will vary depending on the type of report being selected.

On the first screen, general introductory information is displayed. If Ad Hoc report templates have been previously defined, the user is provided the opportunity to select an existing template. Parameters restored from existing templates can be reviewed and edited prior to queueing to a device. If an existing template is not selected, the next screen presented begins selection of a fresh set of report parameters.

After all the parameters have been selected, you will be given the opportunity to edit the parameters before the report is printed. Holders of the SC AD HOC TEMPLATE security key may create a report parameter template that can be reused.

Report Format

Format determines the appearance of the report. If summary format is selected, the user may specify the inclusion of a comparison of data from the selected date range to the same date range in the previous year. In detailed format, lists of patients or ranked lists of diagnoses and procedures (or both) may be selected.

Output can be produced as formatted text or in delimited format for ease of transfer into spreadsheet software for further formatting or manipulation.

Report Perspective

The data type selected at this point determines what data element will be used to organize and accrue workload subtotals for output. In instances where a given data element returns a null value (no data) for a patient or encounter, this will be represented on the output by the text value ~~~NONE~~~. If detailed format has been selected, the user will be required to select actual data element values for which they wish to produce detail lists.

ACRP Reports Menu
ACRP Ad Hoc Report Menu
ACRP Ad Hoc Report

Introduction

Report Limitations

Parameters selected at this point determine the scope of the data that will be returned. At a minimum, a date range must be selected.

Multiple data elements may be selected as additional limitations. For each additional limitation, the user must choose a list or range of data values for that element and specify if encounters where this particular data element is found should be included or excluded from the report. **All** of the “include” factors must be true for an encounter to be included; however, an encounter will be excluded if **any** of the “exclude” factors are true.

Report Print Order

The next screen allows the user to define output order as alphabetical (by the data value of the selected perspective data type) or by the data element subtotal of encounters, visits, or uniques. A descriptive title may also be specified which will be included in the header of the report.

If detailed format that includes patient lists has been selected, another screen will be displayed that allows the selection of additional print fields to include in the patient list portion of the report. Data elements may also be selected. However, if detail by patient or visit has been specified, only “patient-related” data elements may be selected. If detail by encounter is specified, any of the data elements may be selected.

Interpreting Delimited Output

Although it is a single output, the delimited format of this report contains multiple tables that represent the sections of the formatted-text style of the report. Each table is separated with a dashed line header. The first row of each table represents the column headers for that table. See the Example Section of this option documentation for an example of a delimited-format report.

ACRP Reports Menu

ACRP Ad Hoc Report Menu

ACRP Ad Hoc Report

Introduction

Notice to IRM staff and ACRP Ad Hoc Report Users

The ACRP Ad Hoc Report is designed to be a powerful and flexible tool for extracting workload data and statistics from the Ambulatory Care Reporting Project database. However, like using VA FileMan to produce output for complex search criteria, this report has the potential to have a noticeable impact on computer response time when system use is heavy.

Due to the multiplicity inherent in the data that constitutes ambulatory care reporting, sizeable temporary globals for the purpose of tracking unique patient, visit, and encounter statistics may be created during the processing of large reports.

It is recommended that users begin with conservative date ranges and report specifications until they are familiar with report format and corresponding system impact. It may be indicated that extensive reports should be queued to process during other than normal working hours.

ACRP Reports Menu

ACRP Ad Hoc Report Menu

ACRP Ad Hoc Report

Example

```
----- A C R P   A d   H o c   R e p o r t -----
```

This report can be used to produce information from the ACRP databases in a variety of ways. Parameter selection will determine how to count and screen the information.

The report user is prompted for report parameters in the following categories:

FORMAT - determines the style of report to be printed.

PERSPECTIVE - the element that the report will be organized and sub-totaled by.

LIMITATIONS - elements that can be used to narrow the scope of the report to only include (or exclude) specified data.

OUTPUT ORDER, PRINT FIELDS - determines the order of output; allows selection of print fields for detailed patient lists.

Would you like to use parameters from an existing template? **NO**

```
----- A C R P   A d   H o c   R e p o r t -----
```

ACRP Reports Menu
ACRP Ad Hoc Report Menu
ACRP Ad Hoc Report

Example

----- R E P O R T F O R M A T -----

Select one of the following:

D	DETAILED
S	SUMMARY

Select report format: SUMMARY// <RET>

Compare data to same date range for the previous year? NO// <RET>

Select one of the following:

F	FORMATTED TEXT
D	DELIMITED VALUES FOR EXPORT TO SPREADSHEET

Produce output as: FORMATTED TEXT// <RET>

----- Report format selection -----

Report format parameters determine the appearance of the report.

ACRP Reports Menu
ACRP Ad Hoc Report Menu
ACRP Ad Hoc Report

Example

----- R E P O R T P E R S P E C T I V E -----

Select one of the following:

CL	CLINIC
SC	STOP CODE
PR	PROVIDER
DX	DIAGNOSIS
AP	AMBULATORY PROCEDURE
VF	V FILE ELEMENT
PD	PATIENT DEMOGRAPHICS
PE	PATIENT ELIGIBILITY
PC	PRIMARY CARE
EH	ENROLLMENT (HISTORICAL)
EC	ENROLLMENT (CURRENT)
OE	OUTPATIENT ENCOUNTER

Select report perspective: **CL** CLINIC

Select one of the following:

CN	CLINIC NAME
CG	CLINIC GROUP
CS	CLINIC SERVICE

Select CLINIC category: **CN** CLINIC NAME

----- Report perspective selection -----

The element selected for this parameter will determine how the statistics will be organized and sub-totaled.

Section 1 - Ambulatory Care Reporting Menu

ACRP Reports Menu

ACRP Ad Hoc Report Menu

ACRP Ad Hoc Report

Example

----- R E P O R T L I M I T A T I O N S -----

*** DATE RANGE SELECTION ***

Beginning date: 1 1 98 (JAN 01, 1998)

Ending date: 1 15 98 (JAN 15, 1998)

Select additional output limiting factor: (optional)

Select one of the following:

CL	CLINIC
SC	STOP CODE
PR	PROVIDER
DX	DIAGNOSIS
AP	AMBULATORY PROCEDURE
VF	V FILE ELEMENT
PD	PATIENT DEMOGRAPHICS
PE	PATIENT ELIGIBILITY
PC	PRIMARY CARE
EH	ENROLLMENT (HISTORICAL)
EC	ENROLLMENT (CURRENT)
OE	OUTPATIENT ENCOUNTER

Select limiting factor: <RET>

----- Report limitation selection -----

Limiting factors determine which encounter records to count. Multiple limiting factors can be chosen and specified to only include (or exclude) specific data.

ACRP Reports Menu
ACRP Ad Hoc Report Menu
ACRP Ad Hoc Report

Example

----- R E P O R T P R I N T O R D E R -----

Select one of the following:

A	ALPHABETIC
E	ENCOUNTER TOTAL
V	VISIT TOTAL
U	UNIQUE TOTAL

Select report print order: **A** ALPHABETIC

Report descriptive title (optional): <RET>

----- Report print order selection -----

This parameter determines the order in which the report will be printed.

ACRP Reports Menu

ACRP Ad Hoc Report Menu

ACRP Ad Hoc Report

Example

----- S e l e c t e d R e p o r t P a r a m e t e r s -----

----- R E P O R T F O R M A T -----

Report output format: SUMMARY
Compare data to previous year: NO
Produce output as: FORMATTED TEXT

----- R E P O R T P E R S P E C T I V E -----

Perspective category: CLINIC
Perspective sub-category: CLINIC NAME

----- R E P O R T L I M I T A T I O N S -----

Starting date: JAN 1,1998
Ending date: JAN 15,1998

----- R E P O R T P R I N T O R D E R -----

Output order: ALPHABETIC

Report action

Select one of the following:

C	CONTINUE
E	EDIT PARAMETERS
R	RE-DISPLAY PARAMETERS
P	PRINT PARAMETERS
Q	QUIT

Select report action: CONTINUE// <RET>

Save in ACRP REPORT TEMPLATE: **BAILEY1**

Are you adding 'BAILEY1' as a new ACRP REPORT TEMPLATE (the 1ST)? No// **Y** (Yes)

DESCRIPTION: **FIRST TEMPLATE**

...saved.

DEVICE: HOME// <RET> UCX/TELNET

----- Parameters selected for ACRP Ad Hoc Report -----

These parameters will determine the appearance and data contained in the output.

ACRP Reports Menu
ACRP Ad Hoc Report Menu
ACRP Ad Hoc Report

Example

```

----- R E P O R T   F O R M A T -----

      Report output format: SUMMARY
      Compare data to previous year: NO
      Produce output as: FORMATTED TEXT

----- R E P O R T   P E R S P E C T I V E -----

      Perspective category: CLINIC
      Perspective sub-category: CLINIC NAME

----- R E P O R T   L I M I T A T I O N S -----

      Starting date: JAN 1,1998
      Ending date: JAN 15,1998

----- R E P O R T   P R I N T   O R D E R -----

      Output order: ALPHABETIC

-----

<*>  ACRP AD HOC REPORT  <*>
      Report Summary

-----
For date range: JAN 1,1998 to JAN 15,1998
Date printed: APR 21,1998@07:40                                     Page: 1
-----
      CLINIC NAME:                               Encount.   Visits   Uniques
      -----
      CARDIOLOGY                                1           1         1
      DERMATOLOGY                               3           3         3
      GENERAL MEDICINE                           1           1         1
      PLASTIC SURGERY                             6           6         6
      =====
      REPORT TOTAL:                             11          11        11
  
```

ACRP Reports Menu**ACRP Ad Hoc Report Menu****ACRP Ad Hoc Report****Example**

The following example is a detailed report for two stop codes (312 and 328).

The first table is the parameters selected for the report.

The second table is the summary of the selected perspective items.

The third table is the patient encounter detail for the first selected stop code (312).

The fourth table is a linked sub-table that contains the data values that go with the multiply-valued columns in the third table. That is, the link numbers found in the ALL PROVIDERS (LINK), ALL AMBULATORY PROCEDURE CODES (LINK), and the ALL DIAGNOSES (LINK) columns of the third table can be used in a database (like Access) to associate multiply-valued data found in the fourth table with these columns in the third table. All data types that place data in the linked sub-table will have "(LINK)" appended to the data type column header in the upper level table.

The fifth table is the diagnosis ranking detail for the first selected stop code (312).

The sixth table is the ambulatory procedure ranking detail for this same stop code.

Tables 7-10 follow the same pattern as tables 3-5 (except that they relate to stop code 328).

```

-----Report Parameters-----
TYPE^CATEGORY^SUB-CATEGORY^VALUE^METHOD^INCLUDE/EXCLUDE
FORMAT^Report output format^(none)^DETAILED^^
FORMAT^Type of detail^(none)^BOTH ACTIVITY & DX/PROC. LISTS^^
FORMAT^List activity detail by^(none)^ENCOUNTER^^
FORMAT^Limit Dx/Proc. list to most frequent^(none)^10^^
FORMAT^Produce output as^(none)^DELIMITED VALUES FOR EXPORT TO SPREADSHEET^^
PERSPECTIVE^STOP CODE^PRIMARY STOP CODE^312 PUL/CHEST^LIST^INCLUDE
PERSPECTIVE^STOP CODE^PRIMARY STOP CODE^328 MEDICAL DAY UNIT MSDU^LIST^INCLUDE
LIMITATION^Starting date^(none)^JUN 25,1998^^
LIMITATION^Ending date^(none)^JUL 2,1998^^
LIMITATION^PATIENT ELIGIBILITY^VETERAN?^YES^LIST^INCLUDE
ORDER^Output order^(none)^ALPHABETIC^^
ORDER^Report descriptive title^(none)^Delimited Report Example^^
ADDL. PRINT FIELD^PATIENT ELIGIBILITY^VETERAN?
ADDL. PRINT FIELD^OUTPATIENT ENCOUNTER^STATUS
ADDL. PRINT FIELD^PROVIDER^ALL PROVIDERS
ADDL. PRINT FIELD^AMBULATORY PROCEDURE^ALL AMBULATORY PROCEDURE CODES
ADDL. PRINT FIELD^DIAGNOSIS^ALL DIAGNOSES
-----Report Summary-----
PRIMARY STOP CODE^ENCOUNTERS^VISITS^UNIQUE
312 PUL/CHEST^ 7^ 6^ 6
328 MEDICAL DAY UNIT MSDU^ 7^ 7^ 3
REPORT TOTAL^ 14^ 13^ 9

```

ACRP Reports Menu

ACRP Ad Hoc Report Menu

ACRP Ad Hoc Report

Example

```

-----PRIMARY STOP CODE: 312 PUL/CHEST - Encounter list-----
PATIENT^SSN^DATE^LOCATION^VETERAN^STATUS^ALL PROVIDERS (LINK)^ALL AMBULATORY PROCEDURE CODES (LINK)^ALL DIAGNOSES (LINK)
BROWN,JOHN J.^000001766^JUN 29,1998@14:47^02/CPAP EQUIPMENT^YES^CHECKED OUT^1^2^3
CRASE,SAMSON G.^000009209^JUN 29,1998@08:30^02/BRONCHOSCOPY CLINIC^YES^CHECKED OUT^4^5^6
GREENSPAN,GEORGIE G.^000002986^JUN 25,1998@10:56^02/CPAP EQUIPMENT^YES^CHECKED OUT^7^8^9
GREENSPAN,GEORGIE G.^00002986^JUN 25,1998@11:05^02/CPAP EQUIPMENT^YES^CHECKED OUT^10^11^12
HOBART,JASON CHUCK^000009563^JUN 30,1998@13:55^02/CPAP EQUIPMENT^YES^CHECKED OUT^13^14^15
KREBBS,FREDERIC^000001192^JUN 30,1998@09:00^02/BRONCHOSCOPY CLINIC^YES^CHECKED OUT^16^17^18
SHERWOOD,WILLIAM P.^0000003739^JUN 30,1998@11:53^02/CPAP EQUIPMENT^YES^CHECKED OUT^19^20^21
-----PRIMARY STOP CODE: 312 PUL/CHEST - Encounter list (LINKED SUB-TABLE)-----
LINK^DATA VALUE
1^GREY,PATTY J
2^99211 OFFICE/OUTPATIENT VISIT, EST
3^799.0 ASPHYXIA
4^JAMISON,PETER E
4^LUTHER,LOUISE
5^94760 MEASURE BLOOD OXYGEN LEVEL
5^31625 BRONCHOSCOPY WITH BIOPSY
5^31645 BRONCHOSCOPY, CLEAR AIRWAYS
6^518.89 OTHER DISEASE OF LUNG, NEC
7^GREY,PATTY J
8^99211 OFFICE/OUTPATIENT VISIT, EST
9^799.0 ASPHYXIA
10^GREY,PATTY J
11^99211 OFFICE/OUTPATIENT VISIT, EST
12^799.0 ASPHYXIA
13^GREY,PATTY J
14^99211 OFFICE/OUTPATIENT VISIT, EST
15^799.0 ASPHYXIA
16^BAIT,MARY R
16^LUTHER,LOUISE
17^94760 MEASURE BLOOD OXYGEN LEVEL
17^31622 DIAGNOSTIC BRONCHOSCOPY
17^31645 BRONCHOSCOPY, CLEAR AIRWAYS
18^518.89 OTHER DISEASE OF LUNG, NEC
19^GREY,PATTY J
20^99211 OFFICE/OUTPATIENT VISIT, EST
21^799.0 ASPHYXIA
-----PRIMARY STOP CODE: 312 PUL/CHEST - Diagnosis ranking-----
DIAGNOSIS^PRIMARY^SECONDARY^TOTAL
799.0 ASPHYXIA^ 5^ 0^ 5
518.89 OTHER DISEASE OF LUNG, NEC^ 2^ 0^ 2
TOTAL^ 7^ 0^ 7
-----PRIMARY STOP CODE: 312 PUL/CHEST - Ambulatory procedure ranking-----
PROCEDURES^TOTAL
99211 OFFICE/OUTPATIENT VISIT, EST^ 5
31645 BRONCHOSCOPY, CLEAR AIRWAYS^ 2
94760 MEASURE BLOOD OXYGEN LEVEL^ 2
31622 DIAGNOSTIC BRONCHOSCOPY^ 1
31625 BRONCHOSCOPY WITH BIOPSY^ 1
TOTAL^ 11

```

ACRP Reports Menu

ACRP Ad Hoc Report Menu

ACRP Ad Hoc Report

Example

-----PRIMARY STOP CODE: 328 MEDICAL DAY UNIT MSDU - Encounter list-----
PATIENT^SSN^DATE^LOCATION^VETERAN?^STATUS^ALL PROVIDERS (LINK)^ALL AMBULATORY PROCEDURE CODES (LINK)^ALL DIAGNOSES (LINK)
BURTON,BARRY B.^000006618^JUN 25,1998@16:00^2A-DAY HOSPITAL/SLEEP STUDY I^YES^CHECKED OUT^1^2^3
BURTON,BARRY B.^000006618^JUN 26,1998@01:00^2A-DAY HOSPITAL/SLEEP STUDY II^YES^CHECKED OUT^4^5^6
RUTHERFORD,LELAND LEE^000008975^JUN 25,1998@14:00^2A-DAY HOSPITAL/PROCEDURE^YES^CHECKED OUT^7^8^9
RUTHERFORD,LELAND LEE^000008975^JUN 26,1998@14:00^2A-DAY HOSPITAL/PROCEDURE^YES^CHECKED OUT^10^11^12
RUTHERFORD,LELAND LEE^000008975^JUN 29,1998@14:00^2A-DAY HOSPITAL/PROCEDURE^YES^CHECKED OUT^13^14^15
YORK,CHARLES A^000009022^JUN 25,1998@10:00^2A-DAY HOSPITAL/INFUSION (AM)^YES^CHECKED OUT^16^17^18
YORK,CHARLES A^000009022^JUN 26,1998@10:00^2A-DAY HOSPITAL/INFUSION (AM)^YES^CHECKED OUT^19^20^21
-----PRIMARY STOP CODE: 328 MEDICAL DAY UNIT MSDU - Encounter list (LINKED SUB-TABLE)-----
LINK^DATA VALUE
1^VAN WINKEL,WAGGEDORN R
1^SAINT,JOSEPH S
2^95807 SLEEP STUDY, ATTENDED
2^94660 POS AIRWAY PRESSURE, CPAP
2^99402 PREVENTIVE COUNSELING, INDIV
3^780.50 SLEEP DISTURBANCE NOS
4^VAN WINKEL,WAGGEDORN R
4^SAINT,JOSEPH S
5^95807 SLEEP STUDY, ATTENDED
5^94660 POS AIRWAY PRESSURE, CPAP
5^99071 PATIENT EDUCATION MATERIALS
6^780.50 SLEEP DISTURBANCE NOS
7^EDWARDS,EDWARD M
8^15852 DRESSING CHANGE,NOT FOR BURN
8^99071 PATIENT EDUCATION MATERIALS
8^99402 PREVENTIVE COUNSELING, INDIV
9^V58.3 ATTEN-SURG DRESSNG/SUTUR
10^EDWARDS,EDWARD M
11^99402 PREVENTIVE COUNSELING, INDIV
11^99071 PATIENT EDUCATION MATERIALS
11^15852 DRESSING CHANGE,NOT FOR BURN
12^V58.3 ATTEN-SURG DRESSNG/SUTUR
13^EDWARDS,EDWARD M
14^15852 DRESSING CHANGE,NOT FOR BURN
14^99071 PATIENT EDUCATION MATERIALS
14^99402 PREVENTIVE COUNSELING, INDIV
15^V58.3 ATTEN-SURG DRESSNG/SUTUR
16^EDWARDS,EDWARD M
17^J2920 Methylprednisolone injection
17^90780 IV INFUSION THERAPY, 1 HOUR
17^90781 IV INFUSION, ADDITIONAL HOUR
17^90784 INJECTION (IV)
18^340. MULTIPLE SCLEROSIS
19^EDWARDS,EDWARD M
20^90784 INJECTION (IV)
20^90780 IV INFUSION THERAPY, 1 HOUR
20^90781 IV INFUSION, ADDITIONAL HOUR
20^J2920 Methylprednisolone injection
21^340. MULTIPLE SCLEROSIS

ACRP Reports Menu
ACRP Ad Hoc Report Menu
ACRP Ad Hoc Report

Example

-----PRIMARY STOP CODE: 328 MEDICAL DAY UNIT MSDU - Diagnosis ranking-----

DIAGNOSIS^PRIMARY^SECONDARY^TOTAL

V58.3 ATTEN-SURG DRESSNG/SUTUR^ 3^ 0^ 3

340. MULTIPLE SCLEROSIS^ 2^ 0^ 2

780.50 SLEEP DISTURBANCE NOS^ 2^ 0^ 2

TOTAL^ 7^ 0^ 7

-----PRIMARY STOP CODE: 328 MEDICAL DAY UNIT MSDU - Ambulatory procedure ranking-----

PROCEDURES^TOTAL

90781 IV INFUSION, ADDITIONAL HOUR^ 4

99071 PATIENT EDUCATION MATERIALS^ 4

99402 PREVENTIVE COUNSELING, INDIV^ 4

15852 DRESSING CHANGE,NOT FOR BURN^ 3

90780 IV INFUSION THERAPY, 1 HOUR^ 2

90784 INJECTION (IV)^ 2

94660 POS AIRWAY PRESSURE, CPAP^ 2

95807 SLEEP STUDY, ATTENDED^ 2

J2920 Methylprednisolone injection^ 2

TOTAL^ 25

ACRP Reports Menu

ACRP Ad Hoc Report Menu

Delete an Ad Hoc Report Template

Introduction

Holders of the SC AD HOC TEMPLATE security key may create report parameter templates through the ACRP Ad Hoc Report option that can be reused and shared with others. This option is used to delete those report templates that are no longer needed.

Only holders of the SC AD HOC TEMPLATE security key may access this option.

Example

```
Delete an Ad Hoc Report Template
```

```
Select ACRP REPORT TEMPLATE NAME:  STAR2
```

```
Are you sure you want to delete this 'ACRP Ad Hoc Report' template? NO//  Y  
YES  
...deleted.
```


ACRP Reports Menu

ACRP Ad Hoc Report Menu

Display Ad Hoc Report Template Parameters

Introduction

Holders of the SC AD HOC TEMPLATE security key may create report parameter templates through the ACRP Ad Hoc Report option that can be reused and shared with others. This option provides a method to display to the screen or print to a print device the report parameters that are stored as the selected template. No editing is allowed through this option.

Information displayed may include report format, report perspective, report limitations, report print order, and template information such as date created, created by, and date last edited.

The only prompts are for template name and device.

Example

```
Display Ad Hoc Report Template Parameters
```

```
Select ACRP REPORT TEMPLATE NAME:  STAR1
```

```
DEVICE: HOME//  <RET>  UCX/TELNET
```

ACRP Reports Menu

ACRP Ad Hoc Report Menu

Display Ad Hoc Report Template Parameters

Example

```
----- R E P O R T   F O R M A T -----  
  
      Report output format: DETAILED  
      Type of detail: DIAGNOSIS/PROCEDURE RANKING  
Limit Dx/Proc. list to most frequent: 50  
      Produce output as: FORMATTED TEXT  
  
----- R E P O R T   P E R S P E C T I V E -----  
  
      Perspective category: CLINIC  
      Perspective sub-category: CLINIC NAME  
      Detail list: DISPOSITION ALBANY  
                  DISPOSITION TROY  
  
----- R E P O R T   L I M I T A T I O N S -----  
  
      Starting date: JAN 1,1998  
      Ending date: JAN 31,1998  
  
----- R E P O R T   P R I N T   O R D E R -----  
  
      Output order: ALPHABETIC  
      Report descriptive title: STAR1  
  
----- T E M P L A T E   I N F O R M A T I O N -----  
  
      Name: STAR1  
      Description: FIRST TEMPLATE  
      Created by: BAILEY,CARL  
      Date created: APR 21,1998@09:10  
      Last edited by: BAILEY,CARL  
      Date last edited: APR 21,1998@09:10  
  
-----
```

ACRP Reports Menu

ACRP Ad Hoc Report Menu

Print from Ad Hoc Template

Introduction

Holders of the SC AD HOC TEMPLATE security key may create report parameter templates through the ACRP Ad Hoc Report option that can be reused and shared with others. This option allows users to print reports using those templates. Parameters contained in the selected template cannot be edited through this option.

While the ACRP Ad Hoc Report requires a certain amount of orientation to use, this option is intended to provide a method by which users without such orientation may select existing report parameters and produce reports accordingly. It allows users of the ACRP Ad Hoc Report to define “canned” reports that can easily be shared with others. Sites may wish to assign this option separately to users as indicated.

The output includes a cover page showing the report parameters selected. Report output is the same as would be produced using the ACRP Ad Hoc Report.

Example

The abbreviated example of the output is provided for format only. Data shown may not be valid.

```

                                Print from Ad Hoc Template

Select ACRP REPORT TEMPLATE NAME:   STAR1

                                **** Date Range Selection ****

Beginning date:  1 1 98  (JAN 01, 1998)

Ending date:    t  (APR 21, 1998)

DEVICE: HOME//  <RET>    UCX/TELNET

```

ACRP Reports Menu
ACRP Ad Hoc Report Menu
Print from Ad Hoc Template

Example

```
-----
                        <*>  ACRP AD HOC REPORT  <*>
                          STAR1
                        Report Parameters Selected
-----
For date range: JAN 1,1998 to APR 21,1998
Date printed: APR 21,1998@09:23                                     Page: 1
-----

----- R E P O R T   F O R M A T -----

      Report output format: DETAILED
        Type of detail: DIAGNOSIS/PROCEDURE RANKING
Limit Dx/Proc. list to most frequent: 50
        Produce output as: FORMATTED TEXT

----- R E P O R T   P E R S P E C T I V E -----

      Perspective category: CLINIC
      Perspective sub-category: CLINIC NAME
        Detail list: DISPOSITION ALBANY
                   DISPOSITION TROY

----- R E P O R T   L I M I T A T I O N S -----

      Starting date: JAN 1,1998
      Ending date: APR 21,1998

----- R E P O R T   P R I N T   O R D E R -----

      Output order: ALPHABETIC
      Report descriptive title: STAR1
-----
```

ACRP Reports Menu
ACRP Ad Hoc Report Menu
Print from Ad Hoc Template

Example

```

-----
                        <*>  ACRP AD HOC REPORT  <*>
                          STAR1
                        Report Summary
-----
For date range: JAN 1,1998 to APR 21,1998
Date printed: APR 21,1998@09:23                                     Page: 1
-----
CLINIC NAME:                               Encount.    Visits    Uniques
-----
DISPOSITION ALBANY                        15          10          8
=====
REPORT TOTAL:                            15          10          8

```

ACRP Reports Menu
ACRP Ad Hoc Report Menu
Print from Ad Hoc Template

Example

```

-----
                        <*>  ACRP AD HOC REPORT  <*>
                          STAR1
                        Report Detail
-----
For date range: JAN 1,1998 to APR 21,1998
Date printed: APR 21,1998@09:23                                     Page: 2
-----
                        Detail of CLINIC NAME: DISPOSITION ALBANY
                        Encounters: 15      Visits: 10      Uniques: 8
-----
                D E T A I L   O F   T O P   5 0   D I A G N O S I S E S
                -----
Diagnosis                      Primary      Secondary      Total
-----
123.1 CYSTICERCOSIS            10          1          11
122.1 ECHINOCOCC GRANUL LUNG    2           0           2
112.1 CANDIDAL VULVOVAGINITIS   1           0           1
711.17 REITER ARTHRITIS-ANKLE   1           0           1
911.0 ABRASION TRUNK            1           0           1
=====
TOTAL:                          15          1          16
-----

                D E T A I L   O F   T O P   5 0   P R O C E D U R E S
                -----
Procedures                      Total
-----
11000 DEBRIDE INFECTED SKIN      15
10060 DRAINAGE OF SKIN ABSCESS   4
70100 X-RAY EXAM OF JAW          4
70110 X-RAY EXAM OF JAW          3
01464 ANESTH, ANKLE ARTHROSCOPY  1
30020 DRAINAGE OF NOSE LESION    1
=====
TOTAL:                          28
-----

```

ACRP Reports Menu

Clinic Group Maintenance for Reports

Introduction

This option allows for entering, editing, deleting, and printing clinic groups and clinic group assignments which are used by various reports in the ACRP Reports Menu.

Clinic group functionality provides a more facility-flexible manner of grouping clinics than the traditional division, service, name, and clinic stop code categories. Assigning clinics to clinic groups allows users to organize data by group or limit output to a specific group.

Clinic groups for reports can be thought of as somewhat synonymous with primary care teams but are broader in function. They can be used to group clinics by service provided, physical location, etc. An example of this would be the definition of a "MHC" clinic group that would allow the Mental Health Center staff to obtain a report of 'action required' encounters for Mental Health Clinics only.

The following actions are available.

Edit Clinic Groups	Allows deletion of unused clinic group. Cannot delete clinic group that has clinics assigned to it.
Print Clinic Groups	Provides a list of clinic groups, in alphabetical order, at date/time printed.
Delete Clinic Groups	Allows editing of existing clinic group or addition of new clinic group.
Edit Clinic Group Assignments	Allows editing of clinic group assignments either for a selected clinic or a range of clinics.
Print Clinic Group Assignments	Provides a list of clinic group assignments either alphabetically by clinic name or by clinic group. Those clinics not assigned to a clinic group are also included.

This option is locked with the SD SUPERVISOR security key.

ACRP Reports Menu

Clinic Group Maintenance for Reports

Example

Select one of the following:

EG	EDIT CLINIC GROUPS
PG	PRINT CLINIC GROUPS
DG	DELETE CLINIC GROUP
EA	EDIT CLINIC GROUP ASSIGNMENTS
PA	PRINT CLINIC GROUP ASSIGNMENTS

Select clinic group maintenance action: **EA** EDIT CLINIC GROUP ASSIGNMENTS

Select one of the following:

E	EDIT SELECTED CLINICS
A	ASSIGN SELECTED CLINIC
L	LOOP THROUGH CLINICS

Edit by: **LOOP THROUGH CLINICS**

Select clinic to begin with: **DERMATOLOGY**

Clinic: DERMATOLOGY
CLINIC GROUP (REPORTS): BLUE TEAM// **<RET>**

Clinic: ENDOCRINOLOGY
CLINIC GROUP (REPORTS): BLUE TEAM// **<RET>**

Clinic: ENT
CLINIC GROUP (REPORTS): BLUE TEAM// **RED TEAM**

Clinic: GI
CLINIC GROUP (REPORTS): BLUE TEAM// **^**

End of loop.

Select one of the following:

EG	EDIT CLINIC GROUPS
PG	PRINT CLINIC GROUPS
DG	DELETE CLINIC GROUP
EA	EDIT CLINIC GROUP ASSIGNMENTS
PA	PRINT CLINIC GROUP ASSIGNMENTS

Select clinic group maintenance action: **<RET>**

ACRP Reports Menu

Clinic Utilization Statistical Summary

Introduction

This option is used to print clinic utilization statistics for a specified date range for one/many/all divisions. Statistics may be printed for all clinics, selected clinics, a range of clinics, a range of stop codes, or by a single clinic group.

It is intended to provide an indication of utilization by considering a clinic's unused (or perhaps, overused) scheduling capacity. It includes a percentage of scheduling utilization (scheduled slots vs. total slots), and a percentage of actual utilization (scheduled slots less no-shows vs. total slots).

The accuracy of utilization as reflected by this report is dependent on the accuracy of the clinic profiles for the clinics being examined. That is, if a clinic profile has many more slots defined than the provider could possibly see, it will appear as though the clinic has poor utilization even though the provider may be very busy.

Data elements produced on the report will include the number of scheduled appointments, additional variable appointment slots, no shows, additional variable no-show slots, overbooks, open slots, adjusted availability, clinic capacity, scheduling utilization percentage, and actual utilization percentage for each selected clinic/stop code/clinic group. A note is provided at the bottom of each page explaining how some of the data elements on the report are derived.

When any of the clinic selection criteria is used, the output may be divided into two sections, the Clinic Summary and the Provider Summary. The Provider Summary is based on the default providers defined for those clinics which appear in the Clinic Summary. This may not necessarily be the provider that actually provided treatment to the patient.

A provider may have several clinics which appear in the Clinic Summary. In the Provider Summary, the statistics from a provider's multiple clinics are combined into a single line item. Clinics that do not have a default provider defined are not reflected in the Provider Summary.

ACRP Reports Menu

Clinic Utilization Statistical Summary

Example

Division prompts will only appear at multi-divisional facilities.

```
Clinic Utilization Statistical Summary

For Medical Center division: ALL//  ALBANY  500

Select another division:  <RET>

*** DATE RANGE SELECTION ***

Beginning date:  9 1 97  (SEP 01, 1997)

Ending date:  12 1 97  (DEC 01, 1997)

*** REPORT FORMAT SELECTION ***

Select one of the following:

AC      ALL CLINICS
SC      SELECTED CLINICS
RC      RANGE OF CLINICS
RS      RANGE OF STOP CODES
CG      CLINIC GROUP

Enter response:  SC  SELECTED CLINICS
Select HOSPITAL LOCATION NAME:  AUDIOLOGY
Select HOSPITAL LOCATION NAME:  CT SCAN
Select HOSPITAL LOCATION NAME:  <RET>

This report requires 132 column output.

DEVICE: HOME//  A100      RIGHT MARGIN: 132//  <RET>
DO YOU WANT YOUR OUTPUT QUEUED? NO//  Y  (YES)

Requested Start Time: NOW//  <RET>  (JAN 13,1998@09:22)
```

ACRP Reports Menu

Clinic Utilization Statistical Summary

Example

<*> CLINIC UTILIZATION STATISTICAL SUMMARY <*>										
FOR SELECTED CLINICS										
MEDICAL CENTER DIVISION: ALBANY										

For date range: SEP 1,1997 to DEC 1,1997										
Date printed: JUN 12,1998@10:30										Page: 1

	Sched. Appts.	Addl. Variable Appt. Slots	No-shows	Addl. Variable No-show Slots	Over Books	Open Slots	Adjusted Avail.	Clinic Capacity	Percent Sched. Util.	Percent Actual Util.

* CLINIC SUMMARY *										
AUDIOLOGY	30	0	0	0	0	1392	1392	1422	2.11%	2.11%
CT SCAN	2	0	0	0	0	470	470	472	0.42%	0.42%
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
* CLINIC TOTALS *	32	0	0	0	0	1862	1862	1894	1.69%	1.69%

NOTE: Scheduled appointment totals include no-shows and overbooks. Adjusted availability = open slots - overbooks. Clinic capacity = scheduled appointments + addl. variable appt. slots + open slots - overbooks. Percent scheduling utilization = scheduled appointments + addl. variable appt. slots (times 100) divided by clinic capacity. Percent actual utilization = scheduled appointments + addl. variable appt. slots - no shows - addl. variable no-show slots (times 100) divided by clinic capacity. The flag "(No ava. found)" may indicate the clinic is not currently in use; but does not mean it is unavailable for scheduling.

ACRP Reports Menu

Data Validation Menu

Enc. by DSS ID/DSS ID by Freq. (OP0, OP1, OP2)

Introduction

This option produces a report which returns statistics by DSS Identifier in a format that matches the Austin OP0, OP1, and OP2 reports.

The first portion of the output (OP0, OP1) lists the encounters by DSS Identifier. There will be a column for each month of the fiscal year selected; however, data will only be provided through the selected date.

The second portion of the output (OP2) shows DSS ID by frequency. Information provided includes frequency as primary, frequency as credit, # of male/female encounters, # of male/female uniques, total encounters, and total uniques.

If more than one division is selected, a report will print for each division as well as a summary page for all divisions.

Example

```
Encounters by DSS Identifier/DSS ID by Frequency (OP0, OP1, OP2)
```

```
For Medical Center Division: ALL//  ALBANY  500
```

```
Select another division:  <RET>
```

```
Produce report for workload through (date):  5 1 98  (MAY 01, 1998)
```

```
This report requires 132 column output.
```

```
DEVICE: HOME//  DEV2
```

```
1 DEV2$PRT  EF Printer, in Hall by A413
2 DEV2$PRT 16/6/UP LM 12  Hall by A413
3 DEV2$PRT-A138-10/6/UP  Development HP5 Si
4 DEV2$PRT-A138-16/6/UP  Development HP5 Si
5 DEV2$PRT  EF Printer, in Hall by A413
Choose 1-5> 4  DEV2$PRT-A138-16/6/UP  Development HP5 Si
```

ACRP Reports Menu**Data Validation Menu****Enc. by DSS ID/DSS ID by Freq. (OP0, OP1, OP2)****Example**

<*> ENCOUNTERS BY DSS IDENTIFIER (OP0, OP1) <*>													
For division: ALBANY													
For Fiscal Year activity through MAY 1,1998													Page: 1
Date printed: MAY 22,1998@09:46													
DSS ID	10/1997	11/1997	12/1997	01/1998	02/1998	03/1998	04/1998	05/1998	06/1998	07/1998	08/1998	09/1998	FYTD TOTAL
102	2	2	1	0	1	13	2	0	0	0	0	0	21
105	0	0	0	0	3	2	1	0	0	0	0	0	6
214	0	0	0	0	0	0	1	0	0	0	0	0	1
301	19	2	10	0	0	0	0	0	0	0	0	0	31
303	1	3	0	1	5	4	6	1	0	0	0	0	21
323	0	1	0	0	0	0	0	0	0	0	0	0	1
409	0	0	0	0	2	0	0	0	0	0	0	0	2
502	0	0	2	0	0	0	0	0	0	0	0	0	2
TOTAL:	22	8	13	1	11	19	10	1	0	0	0	0	85

<*> ENCOUNTERS BY DSS IDENTIFIER (OP2) <*>									
For division: ALBANY									
For Fiscal Year activity through MAY 1,1998									Page: 1
Date printed: MAY 22,1998@09:46									
DSS ID	FREQUENCY AS PRIMARY	FREQUENCY AS CREDIT	# MALE ENCOUNTERS	# MALE UNIQUES	# FEMALE ENCOUNTERS	# FEMALE UNIQUES	TOTAL ENCOUNTERS	TOTAL UNIQUES	
102	21	0	15	11	6	2	21	13	
105	6	0	4	2	2	1	6	3	
108	0	1	1	1	0	0	1	1	
110	0	9	8	5	1	1	9	6	
214	1	0	1	1	0	0	1	1	
301	31	0	23	9	8	3	31	12	
303	21	0	20	7	1	1	21	8	
323	1	0	1	1	0	0	1	1	
409	2	0	2	1	0	0	2	1	
502	2	0	2	2	0	0	2	2	
TOTAL:	85	10	77	40	18	8	95	48	

ACRP Reports Menu

Data Validation Menu

Means Test Visits & Uniques (OP3, OP4, OP5)

Introduction

This option produces a summary of Means Test visits and uniques in a format that matches the Austin OP3, OP4, and OP5 reports. If more than one division is selected, a report will print for each division as well as a summary page for all divisions.

The three portions of the report are as follows.

Means Test Visit Summary

Current month Means Test visits and year-to date Means Test visits by category.

Means Test Visit Summary (Unique SSNs Based on Latest Visit)

Current month Means Test uniques and year-to-date Means Test uniques by category.

Means Test Uniques by Gender, POW Status and Age

Example

Means Test Summary of Visits & Uniques (OP3, OP4, OP5)

For Medical Center Division: ALL// **albany** 500

Select another division: **<RET>**

Produce report for Fiscal Year workload through (date): **3/31/98** (MAR 31, 1998)

DEVICE: HOME// **dev2**

```
1 DEV2$PRT EF Printer, in Hall by A413
2 DEV2$PRT 16/6/UP LM 12 Hall by A413
3 DEV2$PRT-A138-10/6/UP Development HP5 Si
4 DEV2$PRT-A138-16/6/UP Development HP5 Si
5 DEV2$PRT EF Printer, in Hall by A413
Choose 1-5> 4 DEV2$PRT-A138-16/6/UP Development HP5 Si
```

ACRP Reports Menu
Data Validation Menu
Means Test Visits & Uniques (OP3, OP4, OP5)

Example

```
-----
<*>  MEANS TEST SUMMARY OF VISITS & UNIQUES (OP3, OP4, OP5)  <*>
      For division: ALBANY
-----
For Fiscal Year activity through MAR 31,1998
Date printed: MAY 29,1998@07:19                                     Page: 1
-----
```

```
-----
**** MEANS TEST VISIT SUMMARY ****
-----
```

CURRENT MONTH MEANS TEST VISITS:	TOTAL	YEAR TO DATE MEANS TEST VISITS:	TOTAL
CATEGORY A SERVICE CONNECTED:	1	CATEGORY A SERVICE CONNECTED:	12
CATEGORY A NON-SERVICE CONNECTED:	4	CATEGORY A NON-SERVICE CONNECTED:	12
TOTAL CATEGORY A MEANS TEST:	5	TOTAL CATEGORY A MEANS TEST:	24
CATEGORY C:	1	CATEGORY C:	7
NON VETERAN:	1	NON VETERAN:	4
NON APPLICABLE:	0	NON APPLICABLE:	1

CURRENT MONTH % OF YEAR TO DATE TOTALS: 20%

```
-----
**** MEANS TEST VISIT SUMMARY (UNIQUE SSNS BASED ON LATEST VISIT) ****
-----
```

CURRENT MONTH MEANS TEST UNIQUES:	TOTAL	YEAR TO DATE MEANS TEST UNIQUES:	TOTAL
CATEGORY A SERVICE CONNECTED:	1	CATEGORY A SERVICE CONNECTED:	7
CATEGORY A NON-SERVICE CONNECTED:	2	CATEGORY A NON-SERVICE CONNECTED:	5
TOTAL CATEGORY A MEANS TEST:	3	TOTAL CATEGORY A MEANS TEST:	12
CATEGORY C:	1	CATEGORY C:	4
NON VETERAN:	1	NON VETERAN:	4
NON APPLICABLE:	0	NON APPLICABLE:	0

CURRENT MONTH % OF YEAR TO DATE TOTALS: 25%

Section 1 - Ambulatory Care Reporting Menu

ACRP Reports Menu

Data Validation Menu

Means Test Visits & Uniques (OP3, OP4, OP5)

Example

```
-----
<*>  MEANS TEST SUMMARY OF VISITS & UNIQUES (OP3, OP4, OP5)  <*>
      For division: ALBANY
-----
For Fiscal Year activity through MAR 31,1998
Date printed: MAY 29,1998@07:19                                     Page: 2
-----
```

```
-----
**** MEANS TEST UNIQUES BY GENDER, POW STATUS AND AGE ****
-----
```

UNIQUES:	SC CATEGORY A	NSC CATEGORY A	TOTAL CATEGORY A	CATEGORY C	NON VETERAN	NOT APPLICABLE	GRAND TOTAL
MALE:	4	5	9	4	3	0	16
FEMALE:	3	0	3	0	1	0	4
TOTAL:	7	5	12	4	4	0	20
POW STATUS:	1	0	1	0	0	0	1
AVERAGE AGE:	49	59	53	57	43	0	52
UNDER 24:	0	0	0	0	1	0	1
25 - 34:	1	0	1	0	0	0	1
35 - 44:	1	1	2	0	0	0	2
45 - 54:	3	1	4	2	1	0	7
55 - 64:	1	1	2	1	2	0	5
65 - 74:	1	1	2	1	0	0	3
75 - 84:	0	1	1	0	0	0	1
85 - 94:	0	0	0	0	0	0	0
95 & ABOVE:	0	0	0	0	0	0	0

ACRP Reports Menu

Data Validation Menu

Most Frequent 50 CPT Codes (OP6)

Introduction

This option produces a listing of the 50 most frequent ambulatory procedure codes with associated provider type frequency in a format that matches the Austin OP6 report.

Information provided includes rank, CPT code (number and name), CPT code frequency, provider type, and provider type frequency.

If more than one division is selected, a report will print for each division as well as a summary page for all divisions.

Example

The abbreviated example of the output is provided for format only. Data shown may not be valid.

```

Most Frequent 50 CPT Codes (OP6)

For Medical Center Division: ALL//  albany  500

Select another division:  <RET>

Produce report for Fiscal Year workload through (date):  3/31/98
(MAR 31, 1998)

DEVICE: HOME//  dev2

1 DEV2$PRT  EF Printer, in Hall by A413
2 DEV2$PRT 16/6/UP LM 12  Hall by A413
3 DEV2$PRT-A138-10/6/UP  Development HP5 Si
4 DEV2$PRT-A138-16/6/UP  Development HP5 Si
5 DEV2$PRT  EF Printer, in Hall by A413
Choose 1-5> 4  DEV2$PRT-A138-16/6/UP  Development HP5 Si

```

Section 1 - Ambulatory Care Reporting Menu

ACRP Reports Menu Data Validation Menu Most Frequent 50 CPT Codes (OP6)

Example

<*> MOST FREQUENT 50 CPT CODES (OP6) <*> For division: ALBANY				
For Fiscal Year activity through MAR 31,1998 Date printed: MAY 29,1998@08:42				Page: 1
Rank	CPT Code	CPT Code Frequency	Provider Type	Prov. Type Frequency
1	11000 DEBRIDE INFECTED SKIN	17	100000 110802 Emergency Medicine 111100 Geriatrics, General Practice	8 1 4
2	99213 OFFICE/OUTPATIENT VISIT, EST	13	110900 Family Practice	13
3	10060 DRAINAGE OF SKIN ABSCESS	11	100000 110802 Emergency Medicine 150410 Research	4 3 1
4	99201 OFFICE/OUTPATIENT VISIT, NEW	9	100000 110900 Family Practice	1 8
5	20000 INCISION OF ABSCESS	5	110300 Allergy and Immunology 110900 Family Practice	2 3
6	70100 X-RAY EXAM OF JAW	4	111100 Geriatrics, General Practice	1
7	10080 DRAINAGE OF PILONIDAL CYST	3	100000	3
8	15780 ABRASION TREATMENT OF SKIN	3	100000	2

ACRP Reports Menu

Data Validation Menu

Most Frequent 50 CPT Codes (OP6)

Example

<*> MOST FREQUENT 50 CPT CODES (OP6) <*>				
For division: ALBANY				
For Fiscal Year activity through MAR 31,1998				Page: 2
Date printed: MAY 29,1998@08:42				
Rank	CPT Code	CPT Code Frequency	Provider Type	Prov. Type Frequency
9	33015 INCISION OF HEART SAC	3	110801 Emergency Medicine 110802 Emergency Medicine 110900 Family Practice	1 1 1
10	70110 X-RAY EXAM OF JAW	3	110300 Allergy and Immunology	1
11	87060 NOSE/THROAT CULTURE, BACTERI	3	110802 Emergency Medicine	3
12	99218 OBSERVATION CARE	3	110900 Family Practice	3
13	10040 ACNE SURGERY OF SKIN ABSCESS	2	110802 Emergency Medicine 110900 Family Practice	1 1
14	11200 REMOVAL OF SKIN TAGS	2	110900 Family Practice	2
15	12001 REPAIR SUPERFICIAL WOUND(S)	2	100000	1
16	71010 CHEST X-RAY	2	110800 Emergency Medicine 111100 Geriatrics, General Practice	1 1

ACRP Reports Menu
Data Validation Menu
Most Frequent 50 ICD-9-CM Codes (OP7)

Introduction

This option produces a listing of the 50 most frequent diagnoses with associated provider type frequency in a format that matches the Austin OP7 report.

Information provided includes rank, ICD-9-DM diagnosis code number and name, provider type, number of primary diagnosis uniques, total uniques, primary diagnosis encounters, and total encounters.

If more than one division is selected, a report will print for each division as well as a summary page for all divisions.

Example

The abbreviated example of the output is provided for format only. Data shown may not be valid.

Most Frequent 50 ICD-9-CM Codes (OP7)

For Medical Center Division: ALL// **albany** 500

Select another division: **<RET>**

Produce report for Fiscal Year workload through (date): **3/31/98**
(MAR 31, 1998)

DEVICE: HOME// **dev2**

```
1 DEV2$PRT EF Printer, in Hall by A413
2 DEV2$PRT 16/6/UP LM 12 Hall by A413
3 DEV2$PRT-A138-10/6/UP Development HP5 Si
4 DEV2$PRT-A138-16/6/UP Development HP5 Si
5 DEV2$PRT EF Printer, in Hall by A413
Choose 1-5> 4 DEV2$PRT-A138-16/6/UP Development HP5 Si
```

ACRP Reports Menu

Data Validation Menu

Most Frequent 50 ICD-9-CM Codes (OP7)

Example

<*> MOST FREQUENT 50 ICD-9-CM CODES (OP7) <*>							
For division: ALBANY							
For Fiscal Year activity through MAR 31,1998							Page: 1
Date printed: MAY 29,1998@09:56							
Rank	IDC-9-DM Diagnosis code	Provider Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters	
1	911.0 ABRASION TRUNK	110300 Allergy and Immunology	1	1	2	2	
		110900 Family Practice	11	11	24	25	
Rank	IDC-9-DM Diagnosis code	Provider Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters	
2	123.1 CYSTICERCOSIS	100000	3	4	7	9	
		111100 Geriatrics, General Practice	4	4	4	4	
		150410 Research	0	1	0	1	
Rank	IDC-9-DM Diagnosis code	Provider Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters	
3	401.9 HYPERTENSION NOS	100000	3	3	5	5	
Rank	IDC-9-DM Diagnosis code	Provider Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters	
4	123.2 TAENIA SAGINATA INFECT	100000	0	1	0	1	
		110802 Emergency Medicine	1	1	3	3	
		150410 Research	0	1	0	1	
Rank	IDC-9-DM Diagnosis code	Provider Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters	
5	564.1 IRRITABLE COLON	110802 Emergency Medicine	1	1	3	3	
		150410 Research	1	1	1	1	
Rank	IDC-9-DM Diagnosis code	Provider Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters	
6	122.1 ECHINOCOCC GRANUL LUNG	100000	1	1	1	1	
		110300 Allergy and Immunology	1	1	1	1	
		110800 Emergency Medicine	1	1	1	1	
Rank	IDC-9-DM Diagnosis code	Provider Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters	
7	311. DEPRESSIVE DISORDER NEC	110900 Family Practice	1	2	2	3	
Rank	IDC-9-DM Diagnosis code	Provider Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters	
8	V65.40 OTH UNSP COUNSEL	100000	1	1	3	3	
		150410 Research	1	1	1	1	
Rank	IDC-9-DM Diagnosis code	Provider Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters	
9	312.01 UNSOCIAL AGGRESSION	110900 Family Practice	1	1	2	2	

Section 1 - Ambulatory Care Reporting Menu

ACRP Reports Menu Data Validation Menu Most Frequent 50 ICD-9-CM Codes (OP7)

Example

<*> MOST FREQUENT 50 ICD-9-CM CODES (OP7) <*> For division: ALBANY							
For Fiscal Year activity through MAR 31,1998 Date printed: MAY 29,1998@09:56							Page: 2
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
10	313.1 UNHAPPINESS DIS	100000		2	2	2	2
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
11	342.01 FLAC HEMIPLEG & HEM.	110801	Emergency Medicine	1	2	1	2
		110802	Emergency Medicine	0	1	0	1
		110900	Family Practice	1	2	1	2
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
12	100.81 LEPTOSPIRAL MENINGITIS	110802	Emergency Medicine	1	1	1	1
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
13	112.1 CANDIDAL VULVOVAGINITI	111100	Geriatrics, General Practice	1	1	1	1
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
14	164.1 MALIGNANT NEOPL HEART	100000		1	1	1	1
		110802	Emergency Medicine	1	1	1	1
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
15	172.6 MALIG MELANOMA ARM	150410	Research	1	1	1	1
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
16	221.8 BEN NEO FEM GENITAL NE	110801	Emergency Medicine	0	1	0	1
		110802	Emergency Medicine	0	1	0	1
		110900	Family Practice	0	1	0	1
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
17	301.11 CHRONIC HYPOMANIC PER	110802	Emergency Medicine	1	1	1	1
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
18	320.3 STAPHYLOCOCC MENINGITI	110801	Emergency Medicine	0	1	0	1
		110900	Family Practice	0	1	0	1
Rank	ICD-9-DM Diagnosis code	Provider	Type	Prim. Dx. Uniques	Total Uniques	Prim. Dx. Encounters	Total Encounters
19	330.8 CEREB DEGEN IN CHILD N	110801	Emergency Medicine	0	1	0	1
		110802	Emergency Medicine	0	1	0	1
		110900	Family Practice	0	1	0	1

ACRP Reports Menu

Data Validation Menu

Most Frequent 20 Practitioner Types (OP8)

Introduction

This option produces practitioner type frequency statistics in a format that matches the Austin OP8 report.

Information provided includes rank, VA Code #, specialty, subspecialty, and frequency.

If more than one division is selected, a report will print for each division as well as a summary page for all divisions.

Example

The abbreviated example of the output is provided for format only. Data shown may not be valid.

Most Frequent 20 Practitioner Types (OP8)

For Medical Center Division: ALL// **albany** 500

Select another division: **<RET>**

Produce report for Fiscal Year workload through (date): **3/31/98**
(MAR 31, 1998)

DEVICE: HOME// **dev2**

```

1 DEV2$PRT  EF Printer, in Hall by A413
2 DEV2$PRT 16/6/UP LM 12    Hall by A413
3 DEV2$PRT-A138-10/6/UP    Development HP5 Si
4 DEV2$PRT-A138-16/6/UP    Development HP5 Si
5 DEV2$PRT  EF Printer, in Hall by A413
Choose 1-5> 4 DEV2$PRT-A138-16/6/UP    Development HP5 Si

```

ACRP Reports Menu
Data Validation Menu
Most Frequent 20 Practitioner Types (OP8)

Example

<*> MOST FREQUENT 20 PRACTITIONER TYPES (OP8) <*>				
For division: ALBANY				

For Fiscal Year activity through MAR 31,1998				Page: 1
Date printed: MAY 29,1998@08:33				

Rank	VA Code	Specialty	Subspecialty	Frequency

1	110900	Family Practice		
2	110600	Cardiology		19
3	110802	Emergency Medicine	Pediatric Emergency Medicine	10
4	111100	Geriatrics, General Practice		9
5	110300	Allergy and Immunology		7
6	150410	Research	Research Study Specialist	5
7	110801	Emergency Medicine	Medical Toxicology	4
8	110000	Dermatology		2
9	110800	Emergency Medicine		2
10	111513	Internal Medicine	Pulmonary Disease	1

ACRP Reports Menu

Data Validation Menu

Visits and Unique SSNs by County (OP9)

Introduction

This option produces counts of encounters, visits, and uniques by state and county in a format that matches the Austin OP9 report.

Information provided includes county; state; number of visits, encounters, and uniques.

If more than one division is selected, a report will print for each division as well as a summary page for all divisions.

Example

Visits and Unique SSNs by County (OP9)

For Medical Center Division: ALL// **albany** 500

Select another division: **<RET>**

Produce report for Fiscal Year workload through (date): **3/31/98**
(MAR 31, 1998)

DEVICE: HOME// **dev2**

```
1 DEV2$PRT EF Printer, in Hall by A413
2 DEV2$PRT 16/6/UP LM 12 Hall by A413
3 DEV2$PRT-A138-10/6/UP Development HP5 Si
4 DEV2$PRT-A138-16/6/UP Development HP5 Si
5 DEV2$PRT EF Printer, in Hall by A413
Choose 1-5> 4 DEV2$PRT-A138-16/6/UP Development HP5 Si
```

ACRP Reports Menu
Data Validation Menu
Visits and Unique SSNs by County (OP9)

Example

<*> VISITS AND UNIQUE SSNS BY COUNTY (OP9) <*>				
For division: ALBANY				

For Fiscal Year activity through MAR 31,1998				Page: 1
Date printed: MAY 29,1998@08:38				

County	State	Visits	Encounters	Uniques

JEFFERSON	ALABAMA	3	4	1
DADE	FLORIDA	5	5	5
HAWAII	HAWAII	1	1	1
ALLEGANY	MARYLAND	1	1	1
CLARK	NEVADA	1	1	1
ALBANY	NEW YORK	5	10	4
ESSEX	NEW YORK	12	24	1
NEW YORK	NEW YORK	2	2	1
RENSSELAER	NEW YORK	9	10	6
SARATOGA	NEW YORK	2	2	1
STEUBEN	NEW YORK	2	2	1
MULTNOMAH	OREGON	3	6	1
ALLEGHENY	PENNSYLVANIA	1	1	1
WASHBURN	WISCONSIN	2	2	1
	~~~NONE~~~	3	3	1

## ACRP Reports Menu

### Encounter Activity Report

#### Introduction

This option provides a report of encounter, visit, and unique patient statistics within a specified date range by one of three selected perspectives: clinic, provider, or stop code. It can be produced in summary or detailed format.

In the summary format, counts of encounters, visits, and uniques are displayed for each of the items in the selected perspective, as well as a report total for the three workload elements. The output can be produced alphabetically or by frequency of encounters, visits, or uniques.

Detail format allows selection of specific clinics, providers, or stop codes. For each of the items selected, it will produce frequency ranked lists of diagnoses and procedures recorded, in addition to counts of encounters, visits, and uniques.

Two examples of the output are provided in the Example section of this option documentation - summary format and detail format.

#### Example

Division prompts will only appear at multi-divisional facilities.

For Medical Center Division: ALL// **ALBANY** 500

Select another division: **<RET>**

*** DATE RANGE SELECTION ***

Beginning date: FIRST// **9 1 97** (SEP 01, 1997)

Ending date: LAST// **12 1 97** (DEC 01, 1997)

Select one of the following:

C	CLINIC
P	PROVIDER
S	STOP CODE

Select category for report output: **PROVIDER**

## Section 1 - Ambulatory Care Reporting Menu

### ACRP Reports Menu Encounter Activity Report

#### Example

Choose as many of the following statuses  
as you wish to include in the report:

CHECKED IN  
CHECKED OUT  
NO ACTION TAKEN  
INPATIENT APPOINTMENT  
NON-COUNT  
ACTION REQUIRED

Select encounter status: CHECKED OUT// <RET>

Select encounter status: <RET>

Select one of the following:

D            DETAILED  
S            SUMMARY

Select report format: **SUMMARY**

Select one of the following:

A            ALPHABETIC  
E            ENCOUNTER TOTALS  
V            VISIT TOTALS  
U            UNIQUE TOTALS

Select report order: **ALPHABETIC**

You have selected the following report parameters:

Medical Center Division: ALBANY  
Activity date range: SEP 1,1997 to DEC 1,1997  
Report category: PROVIDER perspective  
Output format: SUMMARY  
Collation order: ALPHABETIC  
Encounter status: CHECKED OUT

OK? YES// <RET>

DEVICE: HOME// **A100**            RIGHT MARGIN: 132// <RET>  
DO YOU WANT YOUR OUTPUT QUEUED? NO// **Y** (YES)

Requested Start Time: NOW// <RET> (JAN 14,1998@07:22)

## ACRP Reports Menu

### Encounter Activity Report

#### Example (Summary output format)

```

-----
<*>  ENCOUNTER ACTIVITY REPORT  <*>
-----
Medical Center Division: ALBANY
Activity date range: SEP 1,1997 to DEC 1,1997
Report category: PROVIDER perspective
Output format: SUMMARY
Collation order: ALPHABETIC
Encounter status: CHECKED OUT
-----
Date printed: JAN 14,1998@08:10                               Page: 1
-----

```

Provider	Encounters	Visits	Uniques
ADAMS,CYNTHIA	1	1	1
DEFIS,ELIZABETH	2	2	1
KAPPEL,DENNIS	2	2	2
KILMIRE,MIKE	6	5	2
KOPEL,STEPHEN C	62	34	18
STEINER,ALAN	2	2	2
WHELTER,ROBERT	3	1	1
WILSON,PHYLLIS L	15	11	6
=====	=====	=====	=====
REPORT TOTAL:	87	50	25

## Section 1 - Ambulatory Care Reporting Menu

### ACRP Reports Menu Encounter Activity Report

#### Example (Detail output format for provider Stephen Kopel)

<*> ENCOUNTER ACTIVITY REPORT <*>			
-----			
Medical Center Division: ALBANY			
Activity date range: SEP 1,1997 to DEC 1,1997			
Report category: PROVIDER perspective			
Output format: DETAIL			
Encounter status: CHECKED OUT			
-----			
Date printed: JAN 14,1998@08:15			Page: 1
-----			
Provider	Encounters	Visits	Uniques
-----	-----	-----	-----
KOPEL,STEPHEN C	62	34	18
Diagnosis	Primary	Secondary	Total
-----	-----	-----	-----
911.0 ABRASION TRUNK	52	3	55
311. DEPRESSIVE DISORDER NEC	2	2	4
312.01 UNSOCIAL AGGRESSION-MILD	3	0	3
342.01 FLAC HEMIPLEG & HEMIPAR, DOM.	1	1	2
221.8 BEN NEO FEM GENITAL NEC	0	1	1
250.01 DIABETES MELLI W/O COMP TYP I	1	0	1
320.3 STAPHYLOCOCC MENINGITIS	0	1	1
330.8 CEREB DEGEN IN CHILD NEC	0	1	1
440.8 ATHEROSCLEROSIS NEC	0	1	1
741.01 SPIN BIF W HYDRCEPH-CERV	1	0	1
912.1 ABRASION SHLDR/ARM-INFEC	0	1	1
440.22 ATHERO, NAT ART OF EXTR W/PAIN	1	0	1
=====	=====	=====	=====
TOTAL:	61	11	72
Procedures	Total		
-----	-----		
99213 OFFICE/OUTPATIENT VISIT, EST	12		
99201 OFFICE/OUTPATIENT VISIT, NEW	11		
20000 INCISION OF ABSCESS	7		
99218 OBSERVATION CARE	4		
20005 INCISION OF DEEP ABSCESS	3		
33015 INCISION OF HEART SAC	3		
30000 DRAINAGE OF NOSE LESION	2		
11200 REMOVAL OF SKIN TAGS	1		
43243 UPPER GI ENDOSCOPY & INJECT.	1		
44020 EXPLORATION OF SMALL BOWEL	1		
90701 DTP IMMUNIZATION	1		
=====	=====		
TOTAL:	46		

## **ACRP Reports Menu**

### **Encounter 'Action Required' Report**

#### **Introduction**

This option is used to print a report of 'action required' encounters in detailed or statistics only format for a specified date range. It is intended as a replacement for the 'action required' output from the Appointment Management report.

You may print the data for all clinics, selected clinics, a range of clinics, all clinic groups, or an individual clinic group. The report requires 132 column output.

The detailed format allows the following print order selection within clinics: alphabetic, date/time, or terminal digit. The user can select continuous output (without pagination by clinic) or output that produces a separate page for every clinic. This format includes both detailed lists and a statistical summary.

The detailed lists are organized by clinic and include patient name, SSN, date/time of encounter and type (scheduled appointment, add/edit, disposition, etc.). It also reflects the check-in and check-out user (if defined) and attempts to list all of the data elements that are required for transmission to the National Patient Care Database (NPCDB).

The statistics only format (and the statistics portion of the detailed format) provides counts of deficiencies by reason and by clinic location. Counts by deficiency reason are likely to be greater than counts by location since a single encounter may have more than one deficiency reason. These statistics will be organized and subtotaled by clinic group if output by clinic group is selected.

## ACRP Reports Menu

### Encounter 'Action Required' Report

#### Example

Division prompts will only appear at multi-divisional facilities.

For Medical Center Division: ALL// **ALBANY** 500

Select another division: **<RET>**

Select one of the following:

D	DETAILED REPORT
S	STATISTICS ONLY

Select report type: DETAILED REPORT// **STATISTICS ONLY**

**** Date Range Selection ****

Beginning date: **9 1 97** (SEP 01, 1997)

Ending date: **12 1 97** (DEC 01, 1997)

Select one of the following:

AC	ALL CLINICS
SC	SELECTED CLINICS
RC	RANGE OF CLINICS
AG	ALL CLINIC GROUPS
SG	SELECTED CLINIC GROUP

Select report format: **AG** ALL CLINIC GROUPS

This report requires 132 column output.

DEVICE: HOME// **A100** RIGHT MARGIN: 132// **<RET>**

DO YOU WANT YOUR OUTPUT QUEUED? NO// **Y** (YES)

Requested Start Time: NOW// **<RET>** (JAN 15,1998@07:22)



## ACRP Reports Menu

### Encounter 'Action Required' Report

#### Example

```

-----
<*>  ENCOUNTER 'ACTION REQUIRED' STATISTICS  <*>
      For all clinic groups
      Medical Center Division: ALBANY
-----
For date range: SEP 1,1997 to DEC 1,1997
Date printed: JAN 15,1998@07:40                                     Page: 1
-----

      Clinic group: AQUA TEAM

Reason:
City is missing or invalid.                                         9
Diagnosis code (ICD-9) is missing or invalid                       9
Diagnosis Priority is invalid or more than one is ma               10
CPT procedure code is missing or invalid.                          8
Provider/Practitioner Type code is missing or invali             8
Encounter Eligibility code missing or invalid                     1
Eligibility Code Inactive                                         1
Invalid means test indicator                                       1
Missing or invalid Period of Service                               1
Period of Service is inactive.                                     1

Clinic:
GENERAL MEDICINE                                                  10

      Total for clinic group AQUA TEAM: 10
-----

      Clinic group: BLUE TEAM

Reason:
Diagnosis code (ICD-9) is missing or invalid                       3
Diagnosis Priority is invalid or more than one is ma               3
CPT procedure code is missing or invalid.                          3
Provider/Practitioner Type code is missing or invali             3
Agent Orange classification required                               1
Service Connected classification required                           1

Clinic:
CARDIOLOGY                                                         3

      Total for clinic group BLUE TEAM: 3
-----

```

## ACRP Reports Menu

### Encounter 'Action Required' Report

#### Example

```
-----
<*>  ENCOUNTER 'ACTION REQUIRED' STATISTICS  <*>
      For all clinic groups
      Medical Center Division: ALBANY
-----
For date range: SEP 1,1997 to DEC 1,1997
Date printed: JAN 15,1998@07:40                                     Page: 2
-----

      Clinic group: RED TEAM

Reason:
Address line 1 is invalid.                                           1
City is missing or invalid.                                         1
State code is missing or invalid.                                    1
Zip code is missing or invalid.                                      1
County code is invalid.                                             1
Diagnosis code (ICD-9) is missing or invalid                       1
Diagnosis Priority is invalid or more than one is ma                1
CPT procedure code is missing or invalid.                           2
Provider/Practitioner Type code is missing or invali              2
Encounter Eligibility code missing or invalid                      1
Eligibility Code Inactive                                           1
Invalid means test indicator                                         2
Missing or invalid Period of Service                               1
Period of Service is inactive.                                       1
Service Connected classification required                           1

Clinic:
DERMATOLOGY                                                         1
UROLOGY                                                             2

      Total for clinic group RED TEAM: 3
-----

FACILITY 'ACTION REQUIRED' ENCOUNTERS IDENTIFIED: 16
```

## **ACRP Reports Menu**

### **Means Test/Eligibility/Enrollment Report**

#### **Introduction**

This option is used to produce statistics of encounters, visits, and uniques for a selected date range by the following categories: encounter Means Test indicator, encounter eligibility, and current enrollment priority.

The detailed format of this report will produce lists of patients sorted by one of the three above-mentioned categories. You may then specify sub-sorts. These optional sort selections include the following. Additional sorts are available under these choices.

Diagnosis  
Patient Demographics  
Patient Eligibility  
Primary Care  
Enrollment (current)

In instances where a given data element returns a null value (no data) for a patient or encounter, this will be represented by the text value ~~~NONE~~~.

The output includes a cover page showing the report parameters selected.

If more than one division is selected, a report will print for each division as well as a summary page for all divisions.

## ACRP Reports Menu

### Means Test/Eligibility/Enrollment Report

#### Example

```
Means Test/Eligibility/Enrollment Report

For Medical Center Division: ALL//  ALBANY  500

Select another division:  <RET>

**** Date Range Selection ****

Beginning date:  1 1 98  (JAN 01, 1998)

Ending date:  5 1 98  (MAY 01, 1998)

**** Report Format Selection ****

Select one of the following:

      D      DETAILED
      S      SUMMARY

Select report format: SUMMARY//  <RET>

**** Encounter Status Selection ****

Choose as many of the following statuses
as you wish to include in the report:

CHECKED IN
CHECKED OUT
NO ACTION TAKEN
INPATIENT APPOINTMENT
NON-COUNT
ACTION REQUIRED

Select encounter status: CHECKED OUT//  <RET>
Select encounter status:  <RET>
```

## ACRP Reports Menu Means Test/Eligibility/Enrollment Report

### Example

**** Report Parameters Selected ****

Report for: SELECTED DIVISIONS  
Division: ALBANY

Beginning date: JAN 1,1998  
Ending date: MAY 1,1998

Report format: SUMMARY

Encounter status: CHECKED OUT

Ok? YES// <RET>

DEVICE: HOME// HALLWAY PRINTER

-----  
<*> MEANS TEST/ELIGIBILITY/ENROLLMENT REPORT <*>  
Report parameters selected  
-----

For date range: JAN 1,1998 to MAY 1,1998  
Date printed: MAY 7,1998@11:52

Page: 1

-----  
Report for: SELECTED DIVISIONS  
Division: ALBANY

Beginning date: JAN 1,1998  
Ending date: MAY 1,1998

Report format: SUMMARY

Encounter status: CHECKED OUT

## ACRP Reports Menu

### Means Test/Eligibility/Enrollment Report

#### Example

```

-----
                <*>  MEANS TEST/ELIGIBILITY/ENROLLMENT REPORT  <*>
                        For division: ALBANY
-----
For date range: JAN 1,1998 to MAY 1,1998
Date printed: MAY 7,1998@11:52
Page: 1
-----

```

```

                E N C O U N T E R   M E A N S   T E S T   I N D I C A T O R
                -----
Means Test indicator                Encounters        Visits        Uniques
-----
Category A (AN)                     9                8                5
Category A (AS)                     14               12                8
Category C (C)                      14                7                3
Non-veteran (NO)                    4                 4                4
Unknown/Required (UO)               12                7                3
~~~NONE~~~                          1                 1                1

TOTAL: 54 37 21

```

```

 E N C O U N T E R E L I G I B I L I T Y

Encounter eligibility Encounters Visits Uniques

AID & ATTENDANCE 1 1 1
EMPLOYEE 1 1 1
HUMANITARIAN EMERGENCY 1 1 1
NSC 35 21 8
OTHER FEDERAL AGENCY 1 1 1
SC LESS THAN 50% 8 8 7
SERVICE CONNECTED 50% to 100% 5 3 1
TRICARE/CHAMPUS 1 1 1
~~~NONE~~~                           1                 1                1
-----
TOTAL:                             54               37               21

```

```

                C U R R E N T   E N R O L L M E N T   P R I O R I T Y
                -----
Enrollment priority                Encounters        Visits        Uniques
-----
Group 1                             2                 1                1
Group 2                             1                 1                1
Group 3                             2                 2                1
Group 4                             1                 1                1
Group 5                             5                 4                2
Group 6                             14                6                1
Group 7                             2                 2                2
No enrollment                        27               20               12
-----
TOTAL:                             54               37               21

```

## ACRP Reports Menu

### Outpatient Diagnosis/Procedure Frequency Report

#### Introduction

This option produces a report which returns ranked lists by diagnosis frequency, procedure frequency, or both diagnosis and procedure frequency for a selected date range.

Information provided includes code number, diagnosis, number of times primary diagnosis, number of times secondary diagnosis, and total frequency.

If more than one division is selected, a report will print for each division as well as a summary page for all divisions.

#### Example

```

                                Outpatient Diagnosis/Procedure Frequency Report
For Medical Center Division: ALL//  Albany  500
Select another division:  <RET>

                                **** Date Range Selection ****
Beginning date:  1 1 98  (JAN 01, 1998)
Ending date:    5 1 98  (MAY 01, 1998)

                                **** Report Format Selection ****
Select one of the following:
D          DIAGNOSIS FREQUENCY
P          PROCEDURE FREQUENCY
B          BOTH DIAGNOSIS AND PROCEDURE
Specify the type of report to print:  d  DIAGNOSIS FREQUENCY
Limit list to most frequent:  (1-99999): 50//  <RET>
DEVICE: HOME//  HALLWAY PRINTER

```

## ACRP Reports Menu

### Outpatient Diagnosis/Procedure Frequency Report

#### Example

The abbreviated example of the output is provided for format only. Data shown may not be valid.

-----				
<*> OUTPATIENT DIAGNOSIS FREQUENCY REPORT <*>				
For the 50 most frequent diagnoses				
For division: ALBANY				
-----				
For date range: JAN 1,1998 to MAY 1,1998				
Date printed: MAY 28,1998@08:20				Page: 1
-----				
CODE NUMBER	DIAGNOSIS	PRIMARY DIAGNOSIS	SECONDARY DIAGNOSIS	TOTAL FREQUENCY
-----				
123.1	CYSTICERCOSIS	10	3	13
122.1	ECHINOCOCC GRANUL LUNG	5	1	6
564.1	IRRITABLE COLON	5	0	5
123.2	TAENIA SAGINATA INFECT	3	1	4
V43.3	HEART VALVE REPLAC NEC	2	2	4
457.0	POSTMASTECT LYMPHEDEMA	3	0	3
V65.40	OTH UNSP COUNSEL	3	0	3
231.1	CA IN SITU TRACHEA	1	1	2
100.81	LEPTOSPIRAL MENINGITIS	1	0	1
112.1	CANDIDAL VULVOVAGINITIS	1	0	1
164.1	MALIGNANT NEOPL HEART	1	0	1
301.11	CHRONIC HYPOMANIC PERSON	1	0	1
321.2	MENING IN OTH VIRAL DIS	0	1	1
363.32	MACULAR SCARS NEC	1	0	1
711.17	REITER ARTHRITIS-ANKLE	1	0	1
123.0	TAENIA SOLIUM INTESTINE	0	1	1
911.0	ABRASION TRUNK	1	0	1
-----				
TOTAL:		39	10	49



## **ACRP Reports Menu**

### **Outpatient Diagnosis/Procedure Code Search**

#### **Introduction**

This option produces a report which returns lists of patients that have had outpatient procedures or diagnoses within groups, ranges, or selections specified by the user.

As criteria for the search, the user is required to define search elements that consist of diagnosis or procedure lists or ranges. Up to 26 search elements can be specified. As each element is defined, it is assigned an alphabetic character ("A", "B", "C", etc.) which is used to refer to the search element when specifying the combine logic that will be used to produce the report.

When all desired search elements have been selected, the user is prompted to enter combine logic. Similar to VA FileMan search functionality, combine logic determines how the selected elements will be applied in the search. As with FileMan, the apostrophe ( ' ) can be used to negate an individual element.

For example, if you wish to produce a list of patients with a diagnosis of COPD and who had undergone a bronchoscopy, you could define element "A" as a diagnosis range that encompasses the appropriate ICD9 codes and element "B" as a procedure list that contains the CPT codes representing bronchoscopy procedures. By specifying the combine logic "AB", you can produce a listing where both elements were recorded within the date range specified.

If you want to produce a list of patients with diagnoses in the range 250.0 to 250.9 excluding diagnoses 250.4 to 250.6, you can define element "A" as a diagnosis range 250.0 to 250.9 and element "B" as a diagnosis range 250.4 to 250.6. Then by specifying a combine logic of "A'B" you could produce a listing of diagnoses in the larger first range, but not in the second range.

Multiple combine logic statements may be entered. The report will return instances where any of these rules are found to be true. A single combine logic statement applies "AND" logic—the statement "ABC" means "A&B&C". "OR" logic may be created by entering more than one combine statement. If the first statement is "A" and the second is "B", the resulting logic will be "A or B".

## **ACRP Reports Menu**

### **Outpatient Diagnosis/Procedure Code Search**

#### **Introduction**

The next prompt allows the user to specify if the report should produce a detail list by patient unique, visit, or encounter. Additional print fields may also be selected. Only “patient related” data elements may be selected as additional print fields if the detail is by patient or visit. Detail by encounter allows the selection of “encounter related” data elements as well.

Selected report parameters are displayed prior to queueing. The user may print or redisplay the parameters or may quit without queueing the report.

If more than one division is selected, a report will print for each division as well as a summary page for all divisions. The output also includes a cover page showing the report parameters selected.

## ACRP Reports Menu

### Outpatient Diagnosis/Procedure Code Search

#### Example

The abbreviated example of the output is provided for format only. Data shown may not be valid.

```

Outpatient Diagnosis/Procedure Search

For Medical Center Division: ALL//    PHOENIX    562

Select another division:    <RET>

**** Date Range Selection ****

Beginning date:    1 1 97    (JAN 01, 1997)

Ending date:    12 31 97    (DEC 31, 1997)

**** Report Search Criteria Selection (Element 'A') ****

Select one of the following:

DL          DIAGNOSIS LIST
DR          DIAGNOSIS RANGE
PL          PROCEDURE LIST
PR          PROCEDURE RANGE

Specify criteria type for search element 'A':    DR    DIAGNOSIS RANGE

From ICD DIAGNOSIS:    100.0    100.0    LEPTOSPIROS ICTEROHEM
...OK? Yes//    <RET>    (Yes)

To ICD DIAGNOSIS:    425.7    425.7    METABOLIC CARDIOMYOPATHY
                    COMPLICATION/COMORBIDITY
...OK? Yes//    <RET>    (Yes)

**** Report Search Criteria Selection (Element 'B') ****

Select one of the following:

DL          DIAGNOSIS LIST
DR          DIAGNOSIS RANGE
PL          PROCEDURE LIST
PR          PROCEDURE RANGE

Specify criteria type for search element 'B':    <RET>

```

## ACRP Reports Menu

### Outpatient Diagnosis/Procedure Code Search

#### Example

```
**** Search Element Combination Criteria ****
```

Specify letter combinations that represent how the search elements selected above will be applied in evaluating patient activity (eg. "ABC" or "ABC'D"):

IF: **A** If DIAGNOSIS RANGE 'A'

OR: **<RET>**

```
**** Report Detail Format Selection ****
```

Select one of the following:

P	PATIENT
V	VISIT
E	ENCOUNTER

Specify the level of detail desired: PATIENT// **<RET>**

Include additional print fields in the report? NO// **<RET>**

```
**** Report Parameters Selected ****
```

Report for: SELECTED DIVISIONS  
Division: ALBANY

Beginning date: JAN 1,1997  
Ending date: DEC 31,1997

Search element 'A': DIAGNOSIS RANGE  
From: 100.0 LEPTOSPIROS ICTEROHEM  
To: 425.7 METABOLIC CARDIOMYOPATHY

Combine logic: A  
DIAGNOSIS RANGE 'A'

Type of detail: PATIENT

Enter RETURN to continue or '^' to exit: **<RET>**

## ACRP Reports Menu

### Outpatient Diagnosis/Procedure Code Search

#### Example

Select one of the following:

C	CONTINUE
R	RE-DISPLAY PARAMETERS
P	PRINT PARAMETERS
Q	QUIT

Select report action: CONTINUE// <RET>

DEVICE: HOME// HALLWAY PRINTER

```

-----
                <*>  OUTPATIENT DIAGNOSIS/PROCEDURE CODE SEARCH  <*>
                        Report Parameters Selected
-----
For date range: JAN 1,1997 to DEC 31,1997
Date printed:  MAY 28,1998@08:29                                     Page: 1
-----

                        Report for: SELECTED DIVISIONS
                        Division:  ALBANY

                        Beginning date: JAN 1,1997
                        Ending date:  DEC 31,1997

                        Search element 'A': DIAGNOSIS RANGE
                                      From: 100.0 LEPTOSPIROS ICTEROHEM
                                      To:  425.7 METABOLIC CARDIOMYOPATHY

                        Combine logic: A
                                      DIAGNOSIS RANGE 'A'

                        Type of detail: PATIENT
  
```

## ACRP Reports Menu

### Outpatient Diagnosis/Procedure Code Search

#### Example

```

-----
                <*>  OUTPATIENT DIAGNOSIS/PROCEDURE CODE SEARCH  <*>
                      For division: ALBANY
-----
For date range: JAN 1,1997 to DEC 31,1997
Date printed: MAY 28,1998@08:29                                     Page: 1
-----
Patient:      SSN:      Diagnoses:
-----
AARON,EUGENE      423740429      Dx: 280.9 IRON DEFIC ANEMIA NOS
ASWELL,ANTHONY      384501555      Dx: 100.89 LEPTOSPIRAL INFECT NEC
BARNES,JULIA      111223333      Dx: 250.01 DIABETES MELLI W/O COMP TYP I
COOPER,GERORGE      101030440      Dx: 172.9 MALIG MELANOMA SKIN NOS
                      Dx: 425.4 PRIM CARDIOMYOPATHY NEC
DESMOND,GERALD      345095678      Dx: 300.01 PANIC DISORDER
DUDWORD,JOHN      040169109      Dx: 172.6 MALIG MELANOMA ARM
FERGUSON,MICHAEL      123818990      Dx: 250.01 DIABETES MELLI W/O COMP TYP I
HARE,IAN      332221212      Dx: 250.00 DIABETES MELLI W/O COMP TYP II
LOKE,PAT      123459871      Dx: 413.1 PRINZMETAL ANGINA
LUDWIG,THOMAS      123231234      Dx: 311. DEPRESSIVE DISORDER NEC
                      Dx: 312.01 UNSOCIAL AGGRESSION-MILD
MANSFIELD,RODNEY      567892222      Dx: 100.81 LEPTOSPIRAL MENINGITIS
                      Dx: 100.89 LEPTOSPIRAL INFECT NEC
PAULSON,ROBERT      706189840      Dx: 254.1 ABSCESS OF THYMUS
                      Dx: 313.1 PERSONALITY DISORDER
ROSWELK,LAWRENCE      222884444      Dx: 123.1 CYSTICERCOSIS
                      Dx: 254.1 ABSCESS OF THYMUS
TUCKER,ROSALIE      345330000      Dx: 313.1 PERSONALITY DISORDER
WATERSON,STANLEY      111001100      Dx: 254.1 ABSCESS OF THYMUS
-----
TOTAL PATIENTS IDENTIFIED: 15

```

## **ACRP Reports Menu**

### **Outpatient Encounter Workload Statistics**

#### **Introduction**

This option provides a comprehensive accounting of outpatient encounter workload broken out by type and status for a specified date range. It provides statistics of encounters, visits, and uniques for a facility and by division (if multidivisional). Users may optionally obtain a breakout of statistics by clinic group; detailed lists of encounters, visits, or uniques for a division; or a list of 'action required'/not accepted unique patients.

This report is based on counts of "parent" encounters in the OUTPATIENT ENCOUNTER file. The entry of encounter data normally results in the creation of multiple records in the OUTPATIENT ENCOUNTER file, representing the primary stop code, the credit stop code (if any), and the addition of procedure codes. A checked-out encounter will normally consist of 2-3 records in the OUTPATIENT ENCOUNTER file.

A patient encounter will consist of a single "parent" encounter (the primary stop code record). As such, a count of "parent" encounters is an accurate reflection of patient encounter workload. Conceptually, an "encounter" consists of all of the related data stored in the OUTPATIENT ENCOUNTER, VISIT and PCE "V" files.

In the FileMan sense, the term "parent" used here refers to records where the PARENT ENCOUNTER field is null. "Child" encounters are outpatient encounter records that contain a pointer in this field to another outpatient encounter record.

Facility workload, via transmission to the National Patient Care Database (NPCDB), is derived from "parent" encounters that have a status of *checked out* and have been referred to the transmission process. Information contained in "child" encounters is not referred directly to the transmission process, but rather, gathered with the "parent" encounter when the "parent" encounter is transmitted.

## **ACRP Reports Menu**

### **Outpatient Encounter Workload Statistics**

#### **Introduction**

The **Outpatient Encounter Workload Section** of the report is a count of "parent" outpatient encounters by status values that are considered to be "for credit". These statuses include *checked in*, *checked out*, *no action taken*, *future*, and *action required*. Only statuses found in the database for the date range are reflected on the report.

Within the *checked out* category of the Outpatient Encounter Workload section, encounters are further subcategorized by transmission status. Only subcategories that are found will appear on the report. These subcategories include the following.

**No transmission record** - "Parent" encounters that are checked out but have not been referred to the transmission process (which should have happened when the record was checked out).

**Rejected for transmission** - Encounters which have failed to pass the checks for data elements required for transmission of workload to Austin.

**Not required, not transmitted** - Encounters that have been referred to the transmission process (they have a record in the TRANSMITTED OUTPATIENT ENCOUNTER file) but are not flagged to be transmitted, nor have they been transmitted.

**Awaiting transmission** - Records that have been referred to the transmission process since the last nightly transmission. They will be sent in the next nightly transmission if they pass the pre-transmission screening requirements.

**Transmitted, no acknowledgement** - Encounters that have been referred to HL7 for transmission to Austin. If there were no problems with HL7, they have been sent to Austin. The number in this category should roughly match the average number of encounters produced by a facility on any given work day. If these numbers are substantially greater than the facility's average daily workload, it may indicate a problem with HL7 has caused a failure to transmit data to Austin; or it may indicate a problem with the incoming filer that processes the acknowledgment messages returning from Austin.



## **ACRP Reports Menu**

### **Outpatient Encounter Workload Statistics**

#### **Introduction**

**Transmitted, rejected** - Encounters that have been sent to Austin but have failed the requirements for filing into NPCDB.

**Transmitted, error** - One of the possible Austin acknowledgement statuses (not currently in use).

**Transmitted, accepted** - Encounters that have been sent to Austin, processed, and an acknowledgment message indicating acceptance has been returned to the facility. This indicates the encounter has been recorded in NPCDB for national facility workload credit.

Only encounters in the Outpatient Encounter Workload section (encounters with "for credit" statuses) are used to calculate visits and uniques as reflected in the Facility Outpatient Visits and Facility Outpatient Uniques sections of this report.

The **Non-Workload Section** of the report is a count of "parent" encounters by statuses that are not given outpatient workload credit (nationally). These include *deleted*, *non-count*, *inpatient appointment*, *no-show*, and *cancelled* statuses. Only statuses that are found will appear on the report.

The **Facility Outpatient Visits Section** of the report is a count of one per patient per day (regardless of the number of encounters a patient may have had on a given day). For multi-divisional sites, the station totals are not the sum of all divisions. If a patient was seen at more than one division on a single day, they reflect as a visit to each division; however, they are still just a single visit for the facility on that date (as calculated by this report).

A patient visit will accrue to only one of the subcategories in this section. If a patient had multiple encounters on a single day and as few as one of those encounters has a "transmitted, accepted" status, the patient's visit will accrue in the "Transmitted, accepted visits" subcategory. If none of the patient's encounters on that date have a "transmitted, accepted" status, the visit will accrue to the "Act. Req./not accepted" subcategory.

## ACRP Reports Menu

### Outpatient Encounter Workload Statistics

#### Introduction

The **Facility Outpatient Uniques Section** of the report is a count of one per patient for the entire date range (regardless of the number of visits a patient had). For multi-divisional sites, the station totals are not a sum of all of the divisions. If a patient was seen at more than one division during the date range, they reflect as a unique patient for each division; however, they are still counted as a single unique for the facility (as calculated by this report).

The unique patient will accrue to only one of the subcategories in this section. If the patient had multiple visits during the date range and as few as one of those visits had an encounter with a "transmitted, accepted" status, the unique will accrue to the "Transmitted, accepted unique pts." subcategory. If none of the patient's visits had any encounters with a "transmitted, accepted" status, the unique will accrue to the "Act. Req./not accepted unique pts." subcategory.

#### Example

*** DATE RANGE SELECTION ***

Beginning date: FIRST// 9 1 97 (SEP 01, 1997)

Ending date: LAST// 12 1 97 (DEC 01, 1997)

Break out workload by clinic group? NO// <RET>

Would you like to print a detailed list of activity for a division? NO// <RET>

List facility 'action required'/not accepted unique patients? NO// <RET>

DEVICE: HOME// A100 RIGHT MARGIN: 132// <RET>

DO YOU WANT YOUR OUTPUT QUEUED? NO// Y (YES)

Requested Start Time: NOW// <RET> (JAN 14,1998@09:22)

## ACRP Reports Menu

### Outpatient Encounter Workload Statistics

#### Example

```

-----
          <*>  OUTPATIENT ENCOUNTER WORKLOAD STATISTICS  <*>
                For station: ALBANY
-----
For encounter dates SEP 1,1997 to DEC 1,1997
Date printed: JAN 14,1998@10:17                               Page: 1
-----

```

#### OUTPATIENT ENCOUNTER WORKLOAD

Status	Count	Percent
ACTION REQUIRED	19	12.03
CHECKED OUT		
No transmission record	10	6.33
Not required, not transmitted	38	24.05
Rejected for transmission	28	17.72
Awaiting transmission	25	15.82
Transmitted, no acknowledgment	38	24.05
=====	=====	=====
TOTAL:	158	100.00

#### NON - WORKLOAD

Status	Count	Percent
INPATIENT APPOINTMENT	47	92.16
NON-COUNT	4	7.84
=====	=====	=====
TOTAL:	51	100.00

#### FACILITY OUTPATIENT VISITS

Status	Count	Percent
Act. Req./not accepted visits	100	100.00
Transmitted, accepted visits	0	0.00
=====	=====	=====
TOTAL:	100	100.00

#### FACILITY OUTPATIENT UNIQUES

Status	Count	Percent
Act. Req./not accepted unique pts.	40	100.00
Transmitted, accepted unique pts.	0	0.00
=====	=====	=====
TOTAL:	40	100.00

## Section 1 - Ambulatory Care Reporting Menu

### ACRP Reports Menu Outpatient Encounter Workload Statistics

#### Example

```
-----
<*>  OUTPATIENT ENCOUNTER WORKLOAD STATISTICS  <*>
      For division: ALBANY
-----
For encounter dates SEP 1,1997 to DEC 1,1997
Date printed: JAN 14,1998@10:17                               Page: 2
-----
```

#### OUTPATIENT ENCOUNTER WORKLOAD

Status	Count	Percent
ACTION REQUIRED	15	14.71
CHECKED OUT		
No transmission record	3	2.94
Not required, not transmitted	32	31.37
Rejected for transmission	20	19.61
Awaiting transmission	2	1.96
Transmitted, no acknowledgment	30	29.41
=====	=====	=====
TOTAL:	102	100.00

#### NON - WORKLOAD

Status	Count	Percent
INPATIENT APPOINTMENT	29	100.00
=====	=====	=====
TOTAL:	29	100.00

#### DIVISION OUTPATIENT VISITS

Status	Count	Percent
Act. Req./not accepted visits	54	100.00
Transmitted, accepted visits	0	0.00
=====	=====	=====
TOTAL:	54	100.00

#### DIVISION OUTPATIENT UNIQUES

Status	Count	Percent
Act. Req./not accepted unique pts.	27	100.00
Transmitted, accepted unique pts.	0	0.00
=====	=====	=====
TOTAL:	27	100.00

## ACRP Reports Menu

### Outpatient Encounter Workload Statistics

#### Example

```

-----
<*>  OUTPATIENT ENCOUNTER WORKLOAD STATISTICS  <*>
      For division: TROY
-----
For encounter dates SEP 1,1997 to DEC 1,1997
Date printed: JAN 14,1998@10:17                               Page: 3
-----

```

#### OUTPATIENT ENCOUNTER WORKLOAD

Status	Count	Percent
ACTION REQUIRED	4	7.14
CHECKED OUT		
No transmission record	7	12.50
Not required, not transmitted	6	10.71
Rejected for transmission	8	14.29
Awaiting transmission	23	41.07
Transmitted, no acknowledgment	8	14.29
=====	=====	=====
TOTAL:	56	100.00

#### NON - WORKLOAD

Status	Count	Percent
INPATIENT APPOINTMENT	18	81.82
NON-COUNT	4	18.18
=====	=====	=====
TOTAL:	22	100.00

#### DIVISION OUTPATIENT VISITS

Status	Count	Percent
Act. Req./not accepted visits	47	100.00
Transmitted, accepted visits	0	0.00
=====	=====	=====
TOTAL:	47	100.00

#### DIVISION OUTPATIENT UNIQUES

Status	Count	Percent
Act. Req./not accepted unique pts.	18	100.00
Transmitted, accepted unique pts.	0	0.00
=====	=====	=====
TOTAL:	18	100.00

## **ACRP Reports Menu**

### **Patient Activity by Appointment Frequency**

#### **Introduction**

This option is used for printing patient appointment activity for a selected date range for one/many/all divisions. You may choose to print by selected stop codes, a range of stop codes, or by clinic group. You may then specify the output order as alphabetic or by visit frequency.

Output from this report will include counts by clinic and stop code for each appointment that is within the parameters specified by the user. A list of future appointments is also provided for each patient identified. This report can be used by clinical staff to identify patients that are using an excessive amount of resources and assist them in consolidating and managing future care in a more cost effective manner.

#### **Example**

Division prompts will only appear at multi-divisional facilities.

For Medical Center Division: ALL//    **ALBANY**    500

Select another division:    <RET>

*** DATE RANGE SELECTION ***

Beginning date:    1 1 97    (JAN 01, 1997)

Ending date:    12 31 97    (DEC 31, 1997)

Minimum appointment frequency: (1-999):    2

Select one of the following:

R	RANGE OF STOP CODES
S	SELECTED STOP CODES
C	CLINIC GROUP

Limit clinics by:    CLINIC GROUP

Select CLINIC GROUP NAME:    **BLUE TEAM**

## ACRP Reports Menu

### Patient Activity by Appointment Frequency

#### Example

Select one of the following:

A            ALPHABETIC  
V            VISIT FREQUENCY

Specify output order:    **ALPHABETIC**

This report requires 132 column output.

DEVICE: HOME//    **A100**            RIGHT MARGIN: 132//    **<RET>**  
DO YOU WANT YOUR OUTPUT QUEUED? NO//    **Y**    (YES)

Requested Start Time: NOW//    **<RET>**    (JAN 14,1998@13:22)

```
-----
<*>  PATIENT ACTIVITY BY APPOINTMENT FREQUENCY  <*>
      IN CLINIC GROUP: BLUE TEAM
FOR PATIENTS WITH AT LEAST 2 APPOINTMENTS TO THESE CLINICS
      Medical Center Division: ALBANY
-----
```

For date range: JAN 1,1997 to DEC 31,1997

Date printed: JAN 14,1998@13:38

Page: 1

```
-----
Number of appts.: 3      Patient: DERDEN,TIM A                      SSN: 034-55-1017
                        3 appointments to CARDIOLOGY (303)
                        3    CARDIOLOGY appointments
```

```
Number of appts.: 5      Patient: HALBACH,MARY                      SSN: 234-44-5454
                        5 appointments to CARDIOLOGY (303)
                        5    CARDIOLOGY appointments
```

```
Number of appts.: 8      Patient: RUCKUS III,JOHN W.                      SSN: 123-45-6799
                        8 appointments to CARDIOLOGY (303)
                        8    CARDIOLOGY appointments
```

```
Number of appts.: 2      Patient: SMITH,MARK E JR                      SSN: 407-12-2354
                        2 appointments to CARDIOLOGY (303)
                        2    CARDIOLOGY appointments
```

## **ACRP Reports Menu**

### **Patient Encounter List**

#### **Introduction**

This option is used to print a listing of patient encounters in reverse chronological order for a specified patient and date range. Data items include date/time of encounter, encounter location, encounter number, encounter type, and transmission status.

It is formatted for printer output or convenient CRT display and provides a quick way to review all encounters entered for a patient during the date range specified. This can be useful for performing data validation and verifying the current completion or transmission status of an individual encounter.

#### **Example**

```
Select PATIENT NAME:  URBAN,JOE   09-12-34   407091234   YES   NSC VETERAN

*** DATE RANGE SELECTION ***

Beginning date:  FIRST//   9 1 97   (SEP 01, 1997)   SEP 1,1997

Ending date:  LAST//   t   (JAN 16, 1998)   JAN 16,1998

DEVICE: HOME//   A100   RIGHT MARGIN: 132//   <RET>
DO YOU WANT YOUR OUTPUT QUEUED? NO//   Y   (YES)

Requested Start Time: NOW//   <RET>   (JAN 16,1998@09:22)

Select PATIENT NAME:  <RET>
```



## ACRP Reports Menu

### Patient Encounter List

#### Example

```

=====
                        <*>  PATIENT ENCOUNTER LIST  <*>
=====
Date range: SEP 1,1997 to JAN 16,1998
Patient:  URBAN,JOE                      SSN: 407091234                      Page: 1
=====
DEC  4,1997@08:00          CARDIOLOGY
    #5206      Appointment          CHECKED OUT - Rejected for transmission
-----
DEC  4,1997@08:00          CARDIOLOGY
    #5207      Stop Code Addition    CHECKED OUT - Child of enc. #5206
-----
OCT  24,1997@11:00        DERMATOLOGY
    #5082      Appointment          CHECKED OUT - Rejected for transmission
-----
OCT  24,1997@11:00        DERMATOLOGY
    #5083      Stop Code Addition    CHECKED OUT - Child of enc. #5082
-----
OCT  20,1997@10:30        GEN MEDICAL
    #5074      Appointment          CHECKED OUT - Rejected for transmission
-----
OCT  10,1997@08:30        AUDIOLOGY
    #5075      Appointment          ACTION REQUIRED
-----
SEP  14,1997@12:00        CARDIOLOGY
    #5069      Appointment          ACTION REQUIRED
-----

```

## ACRP Reports Menu Retroactive Visits List

### Introduction

The Retroactive Visits List option is used to print a list of encounters and/or add/edits that have been entered after workload data has been transmitted to the Austin Automation Center. The report may be used as a tool to help control late check ins. It should be noted that non-count clinics are excluded.

The option provides for two different types of close-out check; database update only (to make sure the database is correct) or workload credit (for reimbursement). You will then be prompted for a date range (of visit dates), and for one/many/all divisions (at multidivisional facilities). You may choose to find the data by stop code (one/many/all) or clinic (one/many/all). If stop code is selected, the system will look at all clinics in the specified division(s) that match the stop code(s), then look at the add/edits for the specified stop code(s). If clinic is selected, the system will look at the clinic(s) specified, then look at the add/edits for any associated clinic(s) that match the specified clinic(s).

The output will list the encounter date/time, date entered, date transmitted, patient name, patient ID, type (standalone or add/edit), user who entered, and clinic (clinic will only appear for add/edits when an associated clinic has been specified.) The total number of encounters will also be provided.

### Example

_____ NPDB Close-Out Check Selection _____

Select one of the following:

D	Database Update Only
W	Workload Credit

Type of Close-Out Check: Workload Credit// <RET>

_____ Date Range Selection _____

**** Date Range Selection ****

Beginning DATE: 5 1 97 (MAY 01, 1997)

Ending DATE: t (MAY 30, 1997)

## ACRP Reports Menu Retroactive Visits List

### Example

_____ Division Selection _____  
 Select division: ALL// **albany** 500AA  
 Select another division: **<RET>**

_____ Visit Selection Criteria _____

Select one of the following:

- 1 Stop Code(s)
- 2 Clinic(s)

Find Visits By: Stop Code(s)// **2** Clinic(s)

_____ Clinic Selection _____

Select clinic: ALL// **EYE**  
 Select another clinic: **<RET>**

DEVICE: HOME// **A137** RIGHT MARGIN: 80// **<RET>**

DO YOU WANT YOUR OUTPUT QUEUED? NO// **Y** (YES)

Requested Start Time: NOW// **<RET>** (MAY 30, 1992@09:10:03) (Task: 5602)

## ACRP Reports Menu

### Retroactive Visits List

#### Example

```

Retroactive Encounter List                                     Page: 1
  Date Range: 05/01/97 to 05/30/97                        Run Date: MAY 30, 1997@09:10
    Division: ALBANY                                       Close-Out Check: WORKLOAD CREDIT
    Stop Code: 407                                         Visit Selection: CLINIC
-----
Encounter Date/Time: 05/03/97@08:00      Patient: JAMES,JEFFREY
      Date Entered: 05/28/97              ID: 343-45-6785
      Date Transmitted: 05/28/97@15:00:36  Type: APPT
      Clinic: EYE                          User: ROWE,LINDA
-----
Encounter Date/Time: 05/03/97@08:30      Patient: BLACK,PAUL
      Date Entered: 05/28/97              ID: 123-45-6789
      Date Transmitted: 05/28/97@15:00:36  Type: APPT
      Clinic: EYE                          User: ROWE,LINDA
-----
Encounter Date/Time: 05/03/97@09:00      Patient: STRAIGHT,CLIFF
      Date Entered: 05/28/97              ID: 232-32-1232
      Date Transmitted: 05/28/97@15:00:36  Type: APPT
      Clinic: EYE                          User: KILMADE,MIKE
-----
Encounter Date/Time: 05/03/97@09:15      Patient: ABBOTT,JOHN A.
      Date Entered: 05/28/97              ID: 102-43-9890
      Date Transmitted: 05/28/97@15:00:36  Type: APPT
      Clinic: EYE                          User: ROWE,LINDA
-----
Encounter Date/Time: 05/03/97@09:30      Patient: ANDERSON,ELLEN
      Date Entered: 05/28/97              ID: 121-55-6765
      Date Transmitted: 05/28/97@15:00:36  Type: APPT
      Clinic: EYE                          User: KILMADE,MIKE

```

Total Encounters: 5

## ACRP Reports Menu

### Review of Scheduling/PCE/Problem List Data

#### Introduction

This option is used to print information obtained from the Scheduling, Outpatient Encounter, Visit Tracking, and Patient Problem List databases. It provides a method of reviewing all data elements filed in conjunction with encounter data entry.

The report is run for a selected patient and encounter date. Two different report formats are available - short or long. The short format of the report does not include the Visit Tracking and Patient Problem List portions of the output.

This output is intended to provide comprehensive output of all encounter data filed for a patient activity date. Due to the nature of the databases involved, the data returned is lengthy and in some respects redundant. It is not designed for routine use but is a valuable tool for performing critical single-patient encounter data entry validation, and for examining database relationships when examples of problem encounters that cannot be processed normally are identified.

#### Example

```
Select PATIENT NAME:  URBAN,JOE   09-12-34   407091234   YES   NSC VETERAN
Encounter date:  12 04 97   (DEC 04, 1997)
```

```
Select one of the following:
```

```
      S          SHORT
      L          LONG
```

```
Select report format: LONG//  <RET>
```

```
DEVICE: HOME//  A100          RIGHT MARGIN: 132//  <RET>
```

```
DO YOU WANT YOUR OUTPUT QUEUED? NO//  Y   (YES)
```

```
Requested Start Time: NOW//  <RET>   (JAN 16,1998@09:00)
```

```
Select PATIENT NAME:  <RET>
```

## ACRP Reports Menu

### Review of Scheduling/PCE/Problem List Data

#### Example

```
REVIEW OF SCHEDULING/PCE/PROBLEM LIST DATA
Patient: URBAN,JOE                      SSN: 407-09-1234
Encounter date: DEC 4,1997
Date printed: JAN 16,1998@09:01                      PAGE: 1
-----

----- *** SCHEDULING DATABASE *** -----
==> REGISTRATION/DISPOSITION DATA -- No disposition information found.
==> APPOINTMENT DATA --
PATIENT file info:

APPOINTMENT DATE/TIME: DEC 04, 1997@08:00
CLINIC: CARDIOLOGY                      PURPOSE OF VISIT: SCHEDULED VISIT
  APPOINTMENT TYPE: REGULAR              OUTPATIENT ENCOUNTER: DEC 04, 1997@08:00
  APPOINTMENT TYPE SUB-CATEGORY: CHAMPUS

HOSPITAL LOCATION file info:

PATIENT: URBAN,JOE                      LENGTH OF APP'T: 15
  DATA ENTRY CLERK: MORASKY,JOSEPH L. DATE APPOINTMENT MADE: DEC 11, 1997
  ELIGIBILITY OF VISIT: 0                CHECKED OUT: DEC 11, 1997@10:28
  CHECK OUT USER: WILLIAMS,MARY         CHECK OUT ENTERED: DEC 11, 1997@10:29:24

==> SCHEDULING VISIT DATA --
SCHEDULING VISIT file info:

DATE/TIME: DEC 04, 1997@08:00           PATIENT: URBAN,JOE
  DIVISION: ALBANY
CLINIC STOP CODE: SPECIAL SERVICES      EDITED LAST BY: WILLIAMS,MARY
  ASSOCIATED CLINIC: MEDICAL             ELIGIBILITY FOR VISIT: 0
  APPOINTMENT TYPE: REGULAR              OUTPATIENT ENCOUNTER: DEC 04, 1997@08:00
  PROCEDURE 1: 20000
```

## ACRP Reports Menu

### Review of Scheduling/PCE/Problem List Data

#### Example

REVIEW OF SCHEDULING/PCE/PROBLEM LIST DATA  
 Patient: URBAN,JOE SSN: 407-09-1234  
 Encounter date: DEC 4,1997  
 Date printed: JAN 16,1998@09:01 PAGE: 2  
 -----

----- *** OUTPATIENT ENCOUNTER DATABASE *** -----  
 ==> OUTPATIENT ENCOUNTER DATA --  
 OUTPATIENT ENCOUNTER file "parent" record #5206:

DATE: DEC 04, 1997@08:00 PATIENT: URBAN,JOE  
 CLINIC STOP CODE: GENERAL INTERNAL MEDICINE  
 LOCATION: CARDIOLOGY VISIT FILE ENTRY: DEC 04, 1997@08:00  
 CHECK OUT PROCESS COMPLETION: DEC 11, 1997@10:29  
 ORIGINATING PROCESS TYPE: APPOINTMENT EXTENDED REFERENCE: 1  
 APPOINTMENT TYPE: REGULAR MEDICAL CENTER DIVISION: ALBANY  
 STATUS: CHECKED OUT ELIGIBILITY OF ENCOUNTER: 0  
 UNIQUE VISIT NUMBER: 11Q1-ALN

#### OUTPATIENT PROVIDER file info:

PROVIDER: KILMIRE,MIKE OUTPATIENT ENCOUNTER: DEC 04, 1997@08:00  
 PROVIDER TYPE CODE: Physicians (M.D.) and Osteopaths (D.O.)

#### OUTPATIENT DIAGNOSIS file info:

DIAGNOSIS: 911.0 OUTPATIENT ENCOUNTER: DEC 04, 1997@08:00  
 DIAGNOSIS RANKING: 1

#### TRANSMITTED OUTPATIENT ENCOUNTER info:

NUMBER: 549 OUTPATIENT ENCOUNTER: DEC 04, 1997@08:00  
 TRANSMISSION REQUIRED: YES TRANSMISSION EVENT: EDIT  
 DATE/TIME OF EVENT: DEC 11, 1997@10:37:08  
 USER CAUSING EVENT: WILLIAMS,MARY

#### TRANSMITTED OUTPATIENT ENCOUNTER ERROR info:

Error Code: 7000 Encounter Eligibility code missing or invalid  
 Error Code: 7030 Eligibility Code Inactive  
 Error Code: 8100 Invalid means test indicator  
 Error Code: B100 Missing or invalid Period of Service  
 Error Code: B120 Period of Service is inactive.  
 OUTPATIENT ENCOUNTER file "child" record #5207:

## ACRP Reports Menu

### Review of Scheduling/PCE/Problem List Data

#### Example

REVIEW OF SCHEDULING/PCE/PROBLEM LIST DATA

Patient: URBAN,JOE SSN: 407-09-1234

Encounter date: DEC 4,1997

Date printed: JAN 16,1998@09:01

PAGE: 3

-----

DATE: DEC 04, 1997@08:00	PATIENT: URBAN,JOE
CLINIC STOP CODE: GENERAL INTERNAL MEDICINE	
LOCATION: CARDIOLOGY	VISIT FILE ENTRY: DEC 04, 1997@08:00
PARENT ENCOUNTER: DEC 04, 1997@08:00	
CHECK OUT PROCESS COMPLETION: DEC 11, 1997@10:29	
ORIGINATING PROCESS TYPE: STOP CODE ADDITION	
EXTENDED REFERENCE: 1	APPOINTMENT TYPE: REGULAR
MEDICAL CENTER DIVISION: ALBANY	STATUS: CHECKED OUT
ELIGIBILITY OF ENCOUNTER: 0	UNIQUE VISIT NUMBER: 11Q1-ALN

----- *** VISIT TRACKING DATABASE *** -----

=> VISIT DATA --

VISIT file "parent" record #859:

VISIT/ADMIT DATE&TIME: DEC 04, 1997@08:00  
DATE VISIT CREATED: DEC 11, 1997@10:28:44  
TYPE: VA PATIENT NAME: URBAN,JOE  
LOC. OF ENCOUNTER: ALBANY SERVICE CATEGORY: AMBULATORY  
DSS ID: GENERAL INTERNAL MEDICINE DEPENDENT ENTRY COUNT: 5  
DATE LAST MODIFIED: DEC 11, 1997@10:34:13  
HOSPITAL LOCATION: CARDIOLOGY CREATED BY USER: WILLIAMS,MARY  
OPTION USED TO CREATE: SDM VISIT ID: 11Q1-ALN  
PATIENT STATUS IN/OUT: OUT ENCOUNTER TYPE: PRIMARY  
PACKAGE: SCHEDULING

V PROVIDER file info:

PROVIDER: KILMIRE,MIKE	PATIENT NAME: URBAN,JOE
VISIT: DEC 04, 1997@08:00	PRIMARY/SECONDARY: PRIMARY
PERSON CLASS: Physicians (M.D.) and Osteopaths (D.O.)	
AUDIT TRAIL: 13-A 1312;	PACKAGE: SCHEDULING
DATA SOURCE: PIMS	



## ACRP Reports Menu

### Review of Scheduling/PCE/Problem List Data

#### Example

REVIEW OF SCHEDULING/PCE/PROBLEM LIST DATA

Patient: URBAN,JOE SSN: 407-09-1234

Encounter date: DEC 4,1997

Date printed: JAN 16,1998@09:01

PAGE: 4

-----

V POV file info:

POV: 911.0

PATIENT NAME: URBAN,JOE

VISIT: DEC 04, 1997@08:00

PROVIDER NARRATIVE: ABRASION OF TRUNK, WITHOUT MENTION OF INFECTION

PRIMARY/SECONDARY: PRIMARY

AUDIT TRAIL: 13-A 1312;

PACKAGE: SCHEDULING

DATA SOURCE: PIMS

V CPT file info:

CPT: 20000

PATIENT NAME: URBAN,JOE

VISIT: DEC 04, 1997@08:00

PROVIDER NARRATIVE: INCISION OF ABSCESS

QUANTITY: 1

AUDIT TRAIL: 13-A 1312;

PACKAGE: SCHEDULING

DATA SOURCE: PIMS

----- *** PATIENT PROBLEM LIST *** -----

No Problem List information found.

## **ACRP Reports Menu**

### **Trend of Facility Uniques by 12 Month Date Ranges**

#### **Introduction**

This option is used for trending facility outpatient uniques by overlapping 12 month date ranges for the past 5 years. You may run the report for one/many/all divisions. Output includes a count of uniques for each 12 month date range and displays a histogram that represents the volume of these uniques.

During the summer of 1998, a conversion will be performed that will change the Scheduling package databases. Among other things, it will remove the legacy files and programs related to the OPC generation and transmission process that preceded the current ACRP transmission methodology.

Until that conversion occurs, this report will derive data from the OPC file for activity dates prior to 10/1/96, and is based on records in the OUTPATIENT ENCOUNTER file with *checked-out* status for activity dates after 9/30/96. Data in the OPC file may not be available if the site has utilized the Scheduling package purge functionality.

Following the conversion, this report will derive its counts of uniques for the entire five year date range from OUTPATIENT ENCOUNTER records that have a *checked-out* status.

#### **Example**

Division prompts will only appear at multi-divisional facilities.

For Medical Center division: ALL// **Albany** 500

Select another division: **<RET>**

This report requires 132 column output.

DEVICE: HOME// **A100** RIGHT MARGIN: 132// **<RET>**

DO YOU WANT YOUR OUTPUT QUEUED? NO// **Y** (YES)

Requested Start Time: NOW// **<RET>** (JAN 16,1998@09:22)

## ACRP Reports Menu

### Trend of Facility Uniques by 12 Month Date Ranges

#### Example

```
-----
<*>  TREND OF FACILITY UNIQUES BY 12 MONTH DATE RANGES  <*>
      FOR MEDICAL CENTER DIVISION: ALBANY
-----
Date printed: JAN 16,1998@10:01                               Page: 1
-----
```

12 mo. date range Uniques	Histogram (each "*" equals 10 uniques)	
01/93 thru 12/93	30	***
02/93 thru 01/94	42	****
03/93 thru 02/94	45	****
04/93 thru 03/94	52	*****
05/93 thru 04/94	60	*****
06/93 thru 05/94	69	*****
07/93 thru 06/94	89	*****
08/93 thru 07/94	90	*****
09/93 thru 08/94	99	*****
10/93 thru 09/94	107	*****
11/93 thru 10/94	105	*****
12/93 thru 11/94	102	*****
01/94 thru 12/94	102	*****
02/94 thru 01/95	91	*****
03/94 thru 02/95	91	*****
04/94 thru 03/95	84	*****
05/94 thru 04/95	82	*****
06/94 thru 05/95	78	*****
07/94 thru 06/95	61	*****
08/94 thru 07/95	60	*****
09/94 thru 08/95	59	*****
10/94 thru 09/95	53	*****
11/94 thru 10/95	56	*****
12/94 thru 11/95	50	*****
01/95 thru 12/95	50	*****
02/95 thru 01/96	52	*****
03/95 thru 02/96	54	*****
04/95 thru 03/96	54	*****
05/95 thru 04/96	50	*****

## ACRP Reports Menu

### Trend of Facility Uniques by 12 Month Date Ranges

#### Example

```
-----
<*>  TREND OF FACILITY UNIQUES BY 12 MONTH DATE RANGES  <*>
      FOR MEDICAL CENTER DIVISION: ALBANY
-----
Date printed: JAN 16,1998@10:01                               Page: 2
-----
```

12 mo. date range	Uniques	Histogram (each "*" equals 10 uniques)
06/95 thru 05/96	47	****
07/95 thru 06/96	44	****
08/95 thru 07/96	43	****
09/95 thru 08/96	41	****
10/95 thru 09/96	41	****
11/95 thru 10/96	38	***
12/95 thru 11/96	37	***
01/96 thru 12/96	38	***
02/96 thru 01/97	35	***
03/96 thru 02/97	33	***
04/96 thru 03/97	33	***
05/96 thru 04/97	32	***
06/96 thru 05/97	33	***
07/96 thru 06/97	37	***
08/96 thru 07/97	42	****
09/96 thru 08/97	47	****
10/96 thru 09/97	53	*****
11/96 thru 10/97	50	*****
12/96 thru 11/97	53	*****

Counts of uniques prior to 10/01/96 are based on OPC file records, counts of uniques after 10/01/96 are based on OUTPATIENT ENCOUNTER file records with a status of 'checked out'. This excludes any 'action required' activity.

## **ACRP Reports Menu**

### **Veterans Without Activity Since a Specified Date**

#### **Introduction**

This option produces a report which extracts a listing of veterans, not defined as deceased, that have not had medical center activity since a specified date range. Activity is determined by an examination of fee basis authorizations, inpatient and outpatient care (including future appointments).

You may specify sub-sorts of the detail lists. These optional sort selections include the following. Additional sorts are available under these choices.

- Diagnosis
- Patient Demographics
- Patient Eligibility
- Primary Care
- Enrollment (current)

In instances where a given data element returns a null value (no data) for a patient or encounter, this will be represented by the text value ~~~NONE~~~.

Information provided on the report includes patient name, social security number, date of last activity, location of last activity, Means Test, and primary eligibility.

## ACRP Reports Menu

### Veterans Without Activity Since a Specified Date

#### Example

#### Veterans Without Activity Since a Specified Date Range

This report will return a list of veterans that are not deceased who had activity during a date range specified by the user, and have not been seen since. Activity is determined by an examination of Fee Basis, inpatient and outpatient care (including future appointments).

#### **** Date Range Selection ****

Beginning date: 1 1 98 (JAN 01, 1998)

Ending date: 5 1 98 (MAY 01, 1998)

#### **** Output Sort Selection (optional)****

Select one of the following:

DX	DIAGNOSIS
PD	PATIENT DEMOGRAPHICS
PE	PATIENT ELIGIBILITY
PC	PRIMARY CARE
EC	ENROLLMENT (CURRENT)

Specify data element to sort by: <RET>

#### **** Parameters Selected ****

Veterans not seen since the date range: JAN 1,1998 to MAY 1,1998

Output sort elements: (NONE SELECTED)

Ok? YES// <RET>

This report requires 132 column output.

DEVICE: HOME// HALLWAY PRINTER

## ACRP Reports Menu

### Veterans Without Activity Since a Specified Date

#### Example

```

-----
<*>  VETERANS WITHOUT ACTIVITY SINCE A SPECIFIED DATE RANGE  <*>
-----
Last activity date range: JAN 1,1998 to MAY 1,1998
Date printed: MAY 22,1998@09:01                                     Page: 1
-----
Patient:      SSN:      Last activity:  Location:  Means Test:  Primary eligibility:
AARON,EUGENE  423740429  JAN 3,1998@08:00  GEN MED    SC LESS THAN 50%
ALBAN,CHARLES 123114587  JAN 7,1998@17:17  LAB        SC LESS THAN 50%
ALLEN,GEORGE  301040549  JAN 3,1998@08:00  8A        HOUSEBOUND
BAKER,ANTHONY 384501555  JAN 4,1998@09:30  LAB        CATEGORY A    NSC
CONROY,DAVID  101101265  APR 10,1998@14:30  PLACTICS  NO LONGER REQ. SC LESS THAN 50%
FRANKLIN,BRAD 297388967  JAN 31,1998@10:00  GEN MED    REQUIRED      NSC
HARVEY,MICHAEL 543432233  JAN 4,1998@09:30  DERM       CATEGORY C    NSC
LAWRENCE,DEAN 123110000  JAN 7,1998@00:08  9C        CATEGORY A    NSC
MYERS,JOAN    090459812  JAN 6,1998@08:00  5B        REQUIRED      SC LESS THAN 50%
NACH,DANIEL   346789966  APR 16,1998@09:00  GEN MED    PENDING ADJUD. NSC
POTTER,CHRIS  706189840  MAR 9,1998@15:32  ADMITTING  CATEGORY A    SC LESS THAN 50%
RAYMOND,ROSS  001346947  MAR 4,1998@06:23  ADMITTING  CATEGORY C    NSC
STEVENS,SHAWN 050550000  APR 22,1998@14:00  GEN MED    PENDING ADJUD. NSC
TRUE,BARRY    313010141  APR 16,1998@13:00  GEN MED    CATEGORY C    NSC
VEREEN,VICTOR 123450000  MAR 9,1998@16:08  LAB        SC LESS THAN 50%
WALKER,ALLISON 121111111  MAR 23,1998@13:12  DERM       REQUIRED      NSC

```

REPORT TOTAL: 16

## Error Listing

### Introduction

This option generates the Transmitted Outpatient Encounter Error List which contains a listing of the errors reported by the National Patient Care Database (NPCDB) for a user-specified date range. The error code description describes why the encounter data could not be filed in the NPCDB.

If you select the default of first at the "Start with date..." prompt, the report will automatically print to the last date.

Information provided may include patient name, encounter date, hospital location, error code, error code description, and date/time of transmission to NPCDB.

### Example

NPCDB Data Error Report.

This report requires 132 columns.

START WITH DATE/TIME OF X-MIT TO NPCDB: FIRST// <RET>

DEVICE: A700 RIGHT MARGIN: 80// 132

DO YOU WANT YOUR OUTPUT QUEUED? NO// <RET> (NO)

TRANSMITTED OUTPATIENT ENCOUNTER ERROR LIST				JUN 21,1996 17:20	PAGE 1
DATE/TIME OF X-MIT		PATIENT	ENCOUNTER DATE	HOSPITAL	
TO NPCDB				LOCATION	
ERROR CODE	ERROR CODE	DESCRIPTION			
JUN 21,1996	08:27:	SMITH,PAUL	MAY 08, 1996 09:00	ENDOCRINOLOGY	
A00		Invalid Stop Code.			
JUN 21,1996	08:27:	JONES,MATTHEW	MAY 09, 1996 14:00	GENERAL MEDICINE	
500		Invalid Diagnosis Code.			
JUN 21,1996	08:27:	BURKE,KYLE	MAY 06, 1996 08:00	ORTHO	
620		Needs one Procedure Practitioner code or is invalid.			
JUN 21,1996	08:27:	SCOTT,MICHAEL	MAY 08, 1996 09:00	ORTHO	
605		Invalid Procedure Code.			
JUN 21,1996	08:28:	O'KEEFE,DAN	JUN 19, 1996 09:00	GENERAL MEDICINE	
805		Number of Dependents is not '00'-'99' or 'XX'.			
AUG 14, 1996	10:07	MORGAN,JENNIFER	AUG 08, 1996 10:00	GENERAL MEDICINE	
902		Outpatient Classification Type inconsistent with Veteran.			



## Transmission Reports

### Transmission History Report - Full

#### Introduction

The Transmission History Report - Full option provides a complete transmission history of all encounters for a selected date range for selected divisions, clinics, and patients. The date range is applied to the transmission date and not the encounter date.

Information provided on the report includes patient name followed by brief ID (last four of SSN), encounter date, encounter unique visit ID, date transmitted, acknowledgment code, and whether or not transmission of the encounter occurred before workload close-out (yes or no).

The report is printed alphabetically by division name and within that by clinic name. The division name, division number, and clinic name are provided in the footer on each page of the report.

#### Example

```
Select division: ALL//  ALBANY  500
Select another division:  <RET>
Select clinic: ALL//  CARDIOLOGY
Select another clinic:  <RET>
Select patient: ALL//  <RET>
Enter beginning date:  4 1 97  (APR 01, 1997)
Enter ending date:  T  (AUG 05, 1997)

QUEUE TO PRINT ON
DEVICE:  A138-16/6/UP  KYOCERA  RIGHT MARGIN: 132//  <RET>

REQUESTED TIME TO PRINT: NOW//  <RET>
REQUEST QUEUED!
Task number: 178348
```

## Transmission Reports

### Transmission History Report - Full

#### Example

ACRP TRANSMISSION HISTORY			AUG 5,1997 09:27		PAGE 1	
PATIENT	ENC DATE	VISIT ID	XMITED	ACK CODE	LATE	
DEBB,PAUL (1111)	04/11/97	10RJ-ALN	04/17/97	NOT RCVD	NO	
DEBB,PAUL (1111)	04/11/97	10RJ-ALN	04/21/97	NOT RCVD	NO	
DEBB,PAUL (1111)	04/11/97	10RJ-ALN	04/21/97	NOT RCVD	NO	
DEBB,PAUL (1111)	04/11/97	10RJ-ALN	04/21/97	ACCEPTED	NO	
HUNTER,RICK (5432)	07/03/97	10W0-ALN	07/09/97	ACCEPTED	NO	
MCCOY,LEONARD (3131)	07/02/97	10VW-ALN	07/08/97	NOT RCVD	NO	

---

ALBANY (500)

CARDIOLOGY

## Transmission Reports

### Transmission History for Patient

#### Introduction

The Transmission History for Patient option provides a history of all encounters for a selected patient during a selected time frame. All transmissions of the encounter are included on the report, even if the transmission occurred after the date range selected (as the date range signifies encounter date not transmission date).

The report is sorted by encounter date and includes subtotals for the total number of times each encounter was transmitted and acknowledged. Information provided on the report includes encounter date, encounter unique visit ID, hospital location, date transmitted, acknowledgment code, and whether or not transmission of the encounter occurred before workload close-out (yes or no).

#### Example

>> PATIENT SELECTION <<

Select PATIENT NAME: **MCCOY,LEONARD** 05-18-28 121333131 NO NSC VETERAN

>> DATE RANGE SELECTION <<

Enter beginning date: **1 1 97** (JAN 01, 1997)

Enter ending date: **T** (JUL 25, 1997)

DEVICE: **<RET>** LAT RIGHT MARGIN: 80// **132**

## Section 1 - Ambulatory Care Reporting Menu

### Transmission Reports Transmission History for Patient

#### Example

ACRP TRANSMISSIONS FOR ENCOUNTERS OCCURRING BETWEEN 1/1/97 AND 7/25/97 JUL 25,1997 13:34 PAGE 1  
ENC DATE VISIT ID HOSPITAL LOCATION XMITED ACK CODE LATE

-----

PATIENT: MCCOY,LEONARD (3131)

07/01/97	10VT-ALN	ENDOCRINOLOGY	07/01/97	ACCEPTED	NO
			07/03/97	REJECTED	NO
			07/05/97	ERROR	NO
			07/07/97	NOT RCVD	NO
			-----	-----	
SUBCOUNT			4	3	
07/02/97	10VW-ALN	CARDIOLOGY	07/02/97	ACCEPTED	NO
			07/04/97	REJECTED	NO
			07/06/97	ERROR	NO
			07/08/97	NOT RCVD	NO
			-----	-----	
SUBCOUNT			4	3	
07/09/97	10WG-ALN	ENDOCRINOLOGY	07/09/97	ACCEPTED	NO
			07/11/97	REJECTED	NO
			07/13/97	ERROR	NO
			07/15/97	NOT RCVD	NO
			-----	-----	
SUBCOUNT			4	3	
			-----	-----	
COUNT			12	9	

## Supervisor Ambulatory Care Menu

### Edit Appointment Type for Add/Edit Encounters

#### Introduction

This option provides the ability to redesignate appointment types for computer-generated encounters that inappropriately received a “regular” appointment type in the SCHEDULING VISITS file (#409.5).

You may run this option for patients who have appointment type error codes of 405, 406, 4050, or 4060. Select the appropriate appointment. The appointment date, location, and type will be displayed. You are then prompted for the correct appointment type which will usually be “computer generated”.

Once the appointment type for these add/edit encounters has been changed to computer generated, you may use the Computer Generated Menu [SDACS CGMENU] to process the correct appointment type for these encounters.

#### Example

```
Enter Beginning date for search: Apr 16, 1997//    1 1 97    (JAN 01, 1997)
Enter Ending date for search: Apr 16, 1997//    <RET>    (APR 16, 1997)
Select PATIENT NAME:    URBAN,JOHN    11-17-29    107020211    NO    NSC VETERAN
```

...EXCUSE ME, HOLD ON...

```
1    Apr 01, 1997
2    Mar 31, 1997
```

Select number, or ENTER to continue: (1-2): 1

Appt. DT	Location	Appt. Type
MAR 31,1997@09:54	RADIOLOGY	REGULAR

Select new appointment type for these encounters: COMPUTER GENERATED// <RET>

## Supervisor Ambulatory Care Menu

### Check Transmitted Outpatient Encounter Files

#### Introduction

This option searches the OUTPATIENT ENCOUNTER file (#409.68) for encounters that are “checked out” but have no entry in the TRANSMITTED OUTPATIENT ENCOUNTER file (#409.73). If these encounters are for non-count clinics, the status of the encounter is changed to “non-count”. If the encounter is for a count clinic and no transmission record exists, a transmission record is created in File #409.73.

#### Example

```
Enter Beginning date for search: Apr 16, 1997//    1 1 97    (JAN 01, 1997)
Enter Ending date for search: Apr 16, 1997//    <RET>    (APR 16, 1997)
DEVICE: HOME//  A700  A700/16/8/UP  HP 4 Si
DO YOU WANT YOUR OUTPUT QUEUED? NO//    Y    (YES)
```

```
Requested Start Time: NOW//    <RET>    (APR 16, 1997@15:31:12)
```

```
-----
<*>  MISSING TRANSMISSION RECORDS CREATED  <*>
-----
```

```
For date range Jan 01, 1997 to Apr 16, 1997
```

```
Date printed: Apr 16, 1997@15:31
```

```
Page: 1
```

Patient	SSN	Appointment	Clinic
SHUE,ANTHONY	099088077	Apr 07, 1997@14:15	Admitting
WARNER,JOHNSON	076043222	Apr 11, 1997@08:00	Medicine

```
2 transmission records created
```

```
-----
<*>  COUNT CLINIC ENCOUNTERS SET FOR RETRANSMIT  <*>
-----
```

```
For date range Jan 01, 1997 to Apr 16, 1997
```

```
Date printed: Apr 16, 1997@15:31
```

```
Page: 1
```

Patient	SSN	Appointment	Clinic
---------	-----	-------------	--------

```
No Count Clinic encounters found needing retransmission.
```

## Supervisor Ambulatory Care Menu

### Purge Ambulatory Care Reporting files

#### Introduction

This option will purge the TRANSMITTED OUTPATIENT ENCOUNTER file (#409.73) of all encounters that occurred during a user-specified date range. This will result in the deletion of corresponding entries in the DELETED OUTPATIENT ENCOUNTER file (#409.74), the TRANSMITTED OUTPATIENT ENCOUNTER ERROR file (#409.75), and the ACRP TRANSMISSION HISTORY file (#409.77).

The beginning date of the date range cannot be prior to 10/1/96. The ending date of the date range cannot be later than the last day of the month prior to the last National Patient Care Database close-out date. For example, if the last National Patient Care Database close-out occurred on 10/17/97, then the allowable date range for purging would be 10/1/96 through 9/30/97.

A sample of the mail message sent by the ACRP purger is provided below.

#### Example

Select Supervisor Ambulatory Care Menu Option:      **Purge Ambulatory Care Reporting files**

Enter beginning date: 10 1 96    (OCT 01, 1996)  
 Enter ending date: 10 7 96    (OCT 07, 1996)  
 Requested Start Time: NOW//    <RET>    (SEP 29, 1997@09:16:41)

Purging of ACRP files queued as task number 129829

Subj: Purging of ACRP files from 10/1/96 to 10/7/96 [#63541] 29 Sep 97 16:43  
 4 Lines  
 From: ACRP PURGER in 'IN' basket. Page 1 **NEW**

-----

10000 entries were purged from the Transmitted Outpatient Encounter file (#409.73). 9900 of them pointed to entries in the Outpatient Encounter file (#409.68) and 100 of them pointed to entries in the Deleted Outpatient Encounter file (#409.74).

## **Supervisor Ambulatory Care Menu Scheduling/PCE Bad Pointer Count**

### **Introduction**

Discrepancies have been noted between the PATIENT file (#2) APPOINTMENT and DISPOSITION LOG-IN DATE/TIME multiples and the entries they point to in the OUTPATIENT ENCOUNTER file (#409.68). In some cases the encounter pointed to does not exist, and in other cases, it contains inconsistent data. In a different problem, there may be more than one encounter entry for the same appointment or disposition, while the PATIENT file entry points to only one of these duplicates.

This option will report such discrepancies. That information will then be used to determine the magnitude of the existing data problems.

It is suggested when running this option the date range be 10/1/96 to the current date. It is also suggested this task be queued to run during off-hours. When the task completes, a MailMan message will be sent to the user showing the numbers of patient appointments and dispositions with missing or incorrect outpatient encounter pointers. When initially run, the same message will be sent to the ACRP team at the Albany CIO Field Office.

### **Example**

```
**** Date Range Selection ****

Beginning DATE : 10 1 96 (OCT 01, 1996)

Ending DATE : T (JUN 09, 1997)

OK to continue? NO// YES
Requested Start Time: NOW// <RET> (JUN 09, 1997@10:15:06)

Job queued to run NOW, task number 105373
```



## Supervisor Ambulatory Care Menu Scheduling/PCE Bad Pointer Count

### Example

Subj: Scheduling/PCE Encounter Error Count [#125328] 09 Jun 97 10:15 48 Lines  
 From: POSTMASTER (Sender: BAILEY,CONSTANCE (ALBANY CIOFO)) in 'IN' basket.  
 Page 1 **NEW**

-----  
 Reporting Site: ALBANY (500)  
 Number of patients: 1836  
 Encounter Start Date: Oct 01, 1996  
 Encounter End Date: Jun 09, 1997

-----  
 PATIENT APPOINTMENT MULTIPLE vs. OUTPATIENT ENCOUNTER FILE:

Appointment does not point to an encounter:	0
Pointed-to encounter is missing:	0
Pointed-to encounter has inconsistent data:	1
Not a parent:	0
Not an appointment:	0
Patient:	0
Date:	0

Subj: Scheduling/PCE Encounter Error Count [#125328] Page 2

-----  
           Time:          0  
       Stop code:      1

1 total errors out of 66 appointment records.

NOTE: The stop code from the PATIENT file Appointment multiple was compared against the stop code in the pointed-to encounter, and non-matches were counted. Because stop codes are being added and deactivated over time, a true comparison of the stop code of the clinic with the stop code of the appointment/encounter is probably impossible without human review.

-----  
 PATIENT DISPOSITION MULTIPLE vs. OUTPATIENT ENCOUNTER FILE:

Disposition does not point to an encounter:	0
Pointed-to encounter is missing:	0
Pointed-to encounter has inconsistent data:	0
Not a parent:	0
Not a disposition:	0

## **Supervisor Ambulatory Care Menu Scheduling/PCE Bad Pointer Count**

### **Example**

Subj: Scheduling/PCE Encounter Error Count [#125328] Page 3

-----  
Patient: 0  
Date: 0  
Time: 0

0 total errors out of 38 disposition records.

-----  
POSSIBLY DUPLICATE ENCOUNTERS:

Duplicate appointment encounters: 0  
Duplicate add/edit encounters: 0  
Duplicate disposition encounters: 0  
Duplicate credit stop encounters: 0

0 total errors out of 72 encounter records.

Select MESSAGE Action: IGNORE (in IN basket)//

## Supervisor Ambulatory Care Menu

### Edit Outpatient Encounter

#### Introduction

The Edit Outpatient Encounter option allows you to change four fields from the OUTPATIENT ENCOUNTER file (#409.68). These fields are set by the software and are not editable through VA FileMan. They may be changed only through this option or through the Encounter Information action found on the error display screen of the Correct Incomplete Encounters option.

Accepting the default values at the prompts APPOINTMENT TYPE and ENTER THE ELIGIBILITY FOR THIS APPOINTMENT will change the current values displayed (see example below) to those default values. For example, in the encounter shown below, accepting the default of *regular* at the APPOINTMENT TYPE prompt will change the "Current Appointment Type for Encounter" from *employee* to *regular*. If *employee* is the correct value, you would need to type in *employee* at the APPOINTMENT TYPE prompt. The same logic applies to the ENTER THE ELIGIBILITY FOR THIS APPOINTMENT prompt.

If there is only one eligibility for the patient (the primary), you will be asked if you wish to use that as the new eligibility for the encounter being edited. No additional eligibilities can be selected.

This option is only available to holders of the SCENI ENCOUNTER EDIT security key.

#### Example

Select Encounter to update:   **AZINGER, PAUL**   02-01-44   333443333   YES   SC  
VETERAN   SMB   SMB

CLINIC STOP CODE: LABORATORY//   **EKG**  
MEDICAL CENTER DIVISION: ALBANY//   **<RET>**   ALBANY

***The system now displays the current values for the encounter***

Current Appointment Type for Encounter: EMPLOYEE  
Current Eligibility for Encounter: SC LESS THAN 50%  
The following are system defaults only.

APPOINTMENT TYPE: REGULAR//   **<RET>**  
ENTER THE ELIGIBILITY FOR THIS APPOINTMENT: SC LESS THAN 50%//   **<RET>**   SC LESS  
THAN 50%  
Updating Completed.

## **Supervisor Ambulatory Care Menu**

### **Purge rejections that are past database close-out**

#### **Introduction**

This option will queue a task to search through the TRANSMITTED OUTPATIENT ENCOUNTER ERROR file (#409.75) for encounters that were rejected by the National Patient Care Database (NPCDB) and will not be transmitted due to closing of the NPCDB for database credit. All entries that are found will be removed from the file and, consequently, will no longer be found on the NPCDB Data Error Report.

This option only needs to be run after the NPCDB has been closed for database credit, although running it multiple times will have no detrimental effect. It is recommended you wait 7 days after database close-out before utilizing the option to allow return of any potential rejections from the NPCDB.

#### **Example**

Select Supervisor Ambulatory Care Menu Option:      **Purge** rejections that are past database close-out

This option will purge entries in the TRANSMITTED OUTPATIENT ENCOUNTER ERROR file (#409.75) of rejections for encounters that can not be transmitted due to close-out of the National Patient Care Database for database credit.

Ok to continue? NO//    **Y**    YES  
Requested Start Time: NOW//    **<RET>**    (APR 29, 1997@07:54:05)

Scheduled as task number 85984

## Data Transmission Report

### Introduction

This option generates a report which displays the transmission status of events within a user specified date range. Transmission is to the National Patient Care Database.

If you select the default of first at the "Start with date..." prompt, the report will automatically print to the last date.

Information provided may include date/time of event, whether or not transmitted, type of event, date/time of transmission to NPCDB, acknowledgment status from NPCDB, patient name, and encounter date.

### Example

NPCDB Data Transmission Report.

This report requires 132 columns.

START WITH DATE/TIME OF EVENT: FIRST// <RET>

DEVICE: A700 RIGHT MARGIN: 80// 132

DO YOU WANT YOUR OUTPUT QUEUED? NO// <RET> (NO)

TRANSMITTED OUTPATIENT ENCOUNTER STATISTICS				JUN 23,1996 21:50 PAGE 1		
DATE/TIME OF EVENT	TRANSMITTED	EVENT	DATE/TIME OF XMIT	STATUS	PATIENT	ENCOUNTER DATE
MAY 28,1996 22:11	NO	ADD			HOKUM,SALLY	MAY 28, 1996 12:00
MAY 29,1996 08:23	NO	EDIT			SMITH,ALAN A	FEB 21, 1996 08:00
MAY 30,1996 13:52	NO	RETRANSMIT			RUDING,NORMAN	APR 25, 1996 10:00
JUN 5,1996 08:21	YES	ADD	JUN 27,1996 08:42		MARTIN,KENNETH	MAY 15, 1996 10:00
JUN 5,1996 11:45	YES	EDIT	JUN 27,1996 08:42		MARTIN,KENNETH	MAY 06, 1996 08:00
JUN 11,1996 08:55	YES	RETRANSMIT	JUN 27,1996 08:42		PETERS,JOHN	MAY 28, 1996 08:00
JUN 12,1996 10:41	NO	DELETE			JONES,MARK	MAY 13, 1996 08:00

## Incomplete Encounter Management

### Incomplete Encounter Reports

### Alpha List of Incomplete Encounters

#### Introduction

The Alpha List of Incomplete Encounters option prints a list of all errors found in the TRANSMITTED OUTPATIENT ENCOUNTER ERROR file (#409.75) at the time the report is generated. The report is sorted by division and, within each division, alphabetically by patient name. Information provided includes patient name, SSN, error code, error source, encounter date, and clinic. It is recommended the report be queued to a printer.

#### Example

Select Incomplete Encounter Reports Option:     **Alpha** List of Incomplete Encounters

DEVICE: **A138**     RIGHT MARGIN: 132//     <RET>  
DO YOU WANT YOUR OUTPUT QUEUED? NO//     **Y**     (YES)

REQUESTED TIME TO PRINT: NOW//     <RET>

REQUEST QUEUED!

Task number: 134028

Incomplete Encounters Report Alphabetically by Name     JAN 12,1998     09:23     PAGE 1  
SSN             Error Code     Source             Encounter Date             Clinic

-----

Division: EAST SIDE

AMBER, DOUGLAS

1555	6200	VISTA	MAY 7,1997	09:47	CARDIOLOGY
	4050	VISTA	MAY 7,1997	09:47	CARDIOLOGY

COLUMBUS, PETER

1234	7000	VISTA	SEP 17,1997	10:00	DERMATOLOGY
	8100	VISTA	SEP 17,1997	10:00	DERMATOLOGY

MILLER, ANTHONY

0990	2370	VISTA	SEP 19,1997	11:15	ENDOCRINE
------	------	-------	-------------	-------	-----------

## Incomplete Encounter Management

### Incomplete Encounter Reports

### Incomplete Encounter Error Report

#### Introduction

The Incomplete Encounter Error Report is used to print all inconsistencies and missing data for a selected date range for encounter records which 1) have not been transmitted or 2) have been rejected by the Austin National Patient Care Database (NPCD). This provides an all-inclusive error report which may be used during the correction process.

The *sort* criteria will always be by division, clinic, patient, encounter date. *Selection* criteria includes any two of the following fields: clinic, patient, error code, or clinic stop code.

It is recommended the report be queued as it may be quite lengthy. When printed, each clinic will print on a separate page.

#### Example

This report requires 132 columns to print and will default to QUEUING required. If you print this report to your terminal, answer 'NO' to the 'Do you still want your output queued' prompt.

Enter RETURN to continue or '^' to exit:     <RET>

Select division: ALL//    **ALBANY**    500

Select another division:   <RET>

The following are selection criteria which are used to specify a group of or particular clinic, patient, error code or clinic stop code to be printed. You are asked to pick two, one at a time. Type '??' for more details.

Select one of the following:

C	Clinic
P	Patient
E	Error Code
D	Clinic Stop Code

Set First Selection Criteria:   **Clinic**

**Incomplete Encounter Management**  
**Incomplete Encounter Reports**  
**Incomplete Encounter Error Report**

**Example**

Select one of the following:

P	Patient
E	Error Code
D	Clinic Stop Code

Set Next Selection Criteria: **Patient**

Date Range for Encounters

Enter begin date for search: Jun 14, 1997// **6 1 97** (JUN 01, 1997)

Enter end date for search: TODAY// **<RET>** (JUL 14, 1997)

Clinic Selection

Select clinic: ALL// **CARDIOLOGY**

Select another clinic: **<RET>**

Patient Selection

Select patient: ALL// **<RET>**

This report requires 132 columns and could take some time.

Remember to QUEUE the report.

QUEUE TO PRINT ON

DEVICE: HOME// **A138**

Requested Start Time: NOW// **<RET>** (JUL 14, 1997@10:27:07)



**Incomplete Encounter Management**  
**Incomplete Encounter Reports**  
**Incomplete Encounter Error Report**

### Example

Date: 07/14/97

## Incomplete Encounter Management Error Listing

Page: 1

Division: ALBANY

Clinic: CARDIOLOGY

Date Range: Jun 01, 1997 to Jul 14, 1997

Selection Method by Clinic then by Patient

Patient Name	SSN	Encounter Date/Time	Error Srce	Error Code	Description
[ '*' Indicates Deleted Outpatient Encounter for Transmission ]					
MCCOY,LEONARD	3131	7/2/97 12:30 pm	VIST	2200	Address line 1 is invalid.
MCCOY,LEONARD	3131	7/2/97 12:30 pm	NPCD	410	Alternate Visit ID is blank, null, or -1.
SHERIDAN,JOHN	4522	7/3/97 10:30 am	NPCD	500	Invalid Diagnosis Code.
TURNER,DEREK	0998	7/3/97 11:15 am	NPCD	215	Invalid Race code.

Date: 07/14/97

## Incomplete Encounter Management Error Listing

Page: 2

Divisions:  
ALBANY

Clinics:  
CARDIOLOGY

Patients: All

**Incomplete Encounter Management**  
**Incomplete Encounter Reports**  
**Incomplete Encounters by Error Code**

**Introduction**

The Incomplete Encounters by Error Code option provides a list of the errors which are in the TRANSMITTED OUTPATIENT ENCOUNTER ERROR CODE file (#409.76). You may sort the report by one or all divisions and one or all error codes. Errors are sorted by patient name within each error code.

Information provided on the report includes error code and description, patient name, last four of SSN, date and time of the encounter, and clinic.

**Example**

An abbreviated example of the report is shown.

```
Select All Divisions? YES//  N  NO
Select MEDICAL CENTER DIVISION NAME:  ALBANY  500
Select all Errors? YES//  <RET>
DEVICE: <RET>  LAT  RIGHT MARGIN: 80//  <RET>
```

# **Incomplete Encounter Management** **Incomplete Encounter Reports** **Incomplete Encounters by Error Code**

## **Example**

Transmitted Outpatient Encounters by Error Code

OCT 7,1997 09:54 PAGE 1

Patient	SSN	Date	Clinic
-----			

Division: ALBANY

Error Code: 2200

Address line 1 is invalid.

MCCOY,LEONARD	3131	07/02/97 12:30 PM	SURGERY
SMITH,TOM E	8799	08/11/97 10:45 AM	GEN MEDICAL

Error Code: 2220

City is missing or invalid.

MCCOY,LEONARD	3131	07/02/97 12:30 PM	SURGERY
---------------	------	-------------------	---------

Error Code: 2370

Date of Death is before the encounter date.

DRAKE,DONALD	7788	07/03/97 9:00 AM	CARDIOLOGY
--------------	------	------------------	------------

Error Code: 4050

Purpose of Visit or Appointment Type is missing or invalid

AMOS,SUSAN	1555	05/07/97 9:45 AM	DERMATOLGOY
------------	------	------------------	-------------

Select Incomplete Encounters by Error Code Option:      <RET>

**Incomplete Encounter Management  
Incomplete Encounter Reports  
Summary Report - IEMM**

**Introduction**

This report prints a summary showing total encounters for a date range and the number and percentage of incomplete encounters. The report may be printed as summary only or summary with detail.

The summary only report lists encounters for all clinics and divisions. For each clinic, the number of encounters, the number of incomplete encounters, and the percentage rate will be provided.

The summary report with detail lists the errors for the selected divisions/clinics in descending order of occurrence. Shown for each error is the number of occurrences and its percentage of the total number of occurrences. Examples of both types of report are shown on the following pages.

In addition to the printed version of both types of report, the summary only section is available as a bulletin that can be queued to run as a nightly background job or at user-specified times. This bulletin will be sent to the user-specified mail group.

## Incomplete Encounter Management Incomplete Encounter Reports Summary Report - IEMM

### Example

#### Example 1 - Summary Report Only

Select Summary Report Only, or Summary Report with Detail

Summary report only? YES// <RET>

Date Range for Encounters

Enter begin date for search: Jun 15, 1997// 6 1 97 (JUN 01, 1997)

Enter end date for search: TODAY// <RET> (JUL 15, 1997)

DEVICE: HOME// <RET> LAT

...SORRY, LET ME PUT YOU ON 'HOLD' FOR A SECOND...

Date: 07/15/97      Incomplete Encounter Mgmt Summary Error Report      PAGE: 1  
Date Range: Jun 01, 1997 to Jul 15, 1997  
Clinic Summary - Incomplete Encounters

Clinic	Encounters	Incomplete	Percentage
=====			
Note: (nn) = Number of total encounters which are deleted encounters			
CARDIOLOGY	3 (0)	1 (0)	33%
DERMATOLOGY	4 (0)	4 (0)	100%

Total Encounters: 7  
Total Incomplete Encounters: 5

## Incomplete Encounter Management Incomplete Encounter Reports Summary Report - IEMM

### Example

#### Example 2 - Summary report with Detail

Select Summary Report Only, or Summary Report with Detail

Summary report only? YES// **n** NO

Select division: ALL// **albany** 500

Select another division: **<RET>**

Select clinic: ALL// **cardiology** Unknown

Select another clinic: **<RET>**

Date Range for Encounters

Enter begin date for search: Jun 15, 1997// **6 1 97** (JUN 01, 1997)

Enter end date for search: TODAY// **<RET>** (JUL 15, 1997)

DEVICE: HOME// **<RET>** LAT

...HMMM, LET ME PUT YOU ON 'HOLD' FOR A SECOND...

Date: 07/15/97 Incomplete Encounter Mgmt Summary Error Report PAGE: 1  
Date Range: Jun 01, 1997 to Jul 15, 1997  
Division: ALBANY  
Clinic: CARDIOLOGY

Error	Number of Occurrences	Percent of Total
=====		
< Errors in descending order of occurrence >		
Provider/Practitioner Type code is missing or invalid	7	46.7%
Date of Death is before the encounter date.	5	33.3%
Invalid means test indicator	3	20.0%

Incomplete Encounters:	8
Total Encounters:	9
(Deleted) Incomplete Encounters:	0
(Deleted) Total Encounters:	0

## **Incomplete Encounter Management**

### **Correct Incomplete Encounters**

#### **Introduction**

The Correct Incomplete Encounters option is used to view and correct incomplete encounters. Anyone may view the View Expanded action of this option. The Encounter Information action is locked with the SCENI ENCOUNTER EDIT security key while the other actions are locked with the SCENI IEMM EDIT security key.

Initial selection criteria for the incomplete encounters is patient name, clinic, or error code. Selection by clinic or error code will prompt for a date range. The date range default is the same value as used in the Appointment Management option; that is, the number of days in the past the software should initially search for appointments. You may modify your selection criteria via the following “change” actions: patient, clinic, date range, and error code. Other actions available from the initial display include Display Errors and Expand Encounter. The Expand Encounter action may display appointment demographics, appointment event log, patient information, and check out information. This action will only display for encounters that are appointments. If the encounter is a standalone add/edit, you will receive a warning that the encounter cannot be expanded.

Following is a brief description of the actions available from the error display screen.

<b>View Expanded</b>	Redisplays each error code with its corrective action
<b>Check Out</b>	Goes through the check out process
<b>Correct Errors</b>	Calls the appropriate option to correct the selected error <b>or</b> if corrective action is reflag, will automatically reflag the selected error for transmission
<b>Patient Demographics</b>	Prompts through patient demographic information
<b>Load/Edit Patient Data</b>	Calls the Load/Edit Patient Data option functionality
<b>Encounter Information</b>	Allows editing of select fields that are set by the software. Fields which may be edited through Encounter Information are appointment type, eligibility of encounter, medical center division, and clinic stop code.
<b>Retransmit Error</b>	Flags the selected error for retransmission

## **Incomplete Encounter Management Correct Incomplete Encounters**

### **Introduction**

The validator (edit checker mechanism) reviews the encounter immediately after you have completed entries/edits and before exit from the record edit process. If the data passes validation, the encounter record is flagged for retransmission.

If multiple inconsistent encounters exist for a patient which contain the same *demographic* error, that error will be corrected for all the encounters when it is corrected for a single encounter.



## Incomplete Encounter Management

### Correct Incomplete Encounters

#### Example

Select Patient name, Clinic name, or Error Code:      **MCCOY,LEONARD**

Searching for patient   MCCOY,LEONARD    05-18-28    121333131    NO    NSC VETERAN  
KILMIRE,MARK    KILMIRE,MARK

...OK? Yes//   **<RET>**  
...EXCUSE ME, LET ME PUT YOU ON 'HOLD' FOR A SECOND...

**Incomplete Encounter Mgmt**    Jul 15, 1997 11:34:51    Page:    1 of    1

Date Range: 06/15/97 thru 07/15/97

Patient: MCCOY,LEONARD

	Patient Name	SSN	Encounter Date/Time
1	Mccoy,Leonard	3131	Jul 01, 1997@08:45

'*' Deleted Encounter		Enter ?? for more
Clinic Change	Date Range Change	Display Error(s)
Select Patient	Error Code Change	Expand Encounter

Select Item(s): Quit//   **DIS=1**    Display Error(s)

**Incomplete Encounter Display** Jul 15, 1997 11:39:13    Page:    1 of    1

Patient: Mccoy,Leonard

SSN: 3131

Clinic: DERMATOLOGY

Encounter Date: 07/01/97

	Source	Error	Error Description
1	VIST	2220	City is missing or invalid.

Enter ?? for more actions		>>>
View Expanded	Patient Demographics	Retransmit Error
Check Out	Encounter Information	
Correct Error(s)	Load/Edit Patient Data	

Select Item(s): Quit//   **cor=1**    Correct Error(s)

Selecting a range of errors to correct may result in one or more similar errors being removed from the display list after correction of the initial error.

## Incomplete Encounter Management

### Correct Incomplete Encounters

#### Example

City is missing or invalid.  
 STREET ADDRESS [LINE 1]: 124 Elm St// <RET>  
 STREET ADDRESS [LINE 2]: APT 4 A// <RET>  
 STREET ADDRESS [LINE 3]: <RET>  
 CITY: **Coopersville**  
 STATE: NEW YORK// ^  
 Performing Ambulatory Care Validation Checks...

<b>Incomplete Encounter Display</b>		Jul 15, 1997 11:39:13	Page: 1 of 1
Patient: Mccoy,Leonard		SSN: 3131	
Clinic: DERMATOLOGY		Encounter Date: 07/01/97	
	Source Error	Error Description	
<b>1</b>	<b>Mccoy,Leonard</b>	<b>3131</b>	<b>Jul 01, 1997@08:45</b>

No Errors found.

Enter ?? for more actions			>>>
View Expanded	Patient Demographics	Retransmit Error	
Check Out	Encounter Information		
Correct Error(s)	Load/Edit Patient Data		

Select Item(s): Quit// <RET>

<b>Incomplete Encounter Mgmt</b>		Jul 15, 1997 11:34:51	Page: 1 of 1
Date Range: 06/15/97 thru 07/15/97			
Patient: MCCOY,LEONARD			
	Patient Name	SSN	Encounter Date/Time
<b>1</b>	<b>Mccoy,Leonard</b>	<b>3131</b>	<b>Jul 01, 1997@08:45</b>

'*' Deleted Encounter		Enter ?? for more
Clinic Change	Date Range Change	Display Error(s)
Select Patient	Error Code Change	Expand Encounter

Select Item(s): Quit// <RET>

## **Retransmit Ambulatory Care Data by Date Range**

### **Introduction**

This option is used to mark outpatient encounters, within a user-specified date range, for retransmission to the National Patient Center Database in Austin.

Since data collection by the NPCDB began 10/1/96, it is best to use this option after that date.

### **Example**

Enter beginning date: **11/25/96** (NOV 25, 1996)  
Enter ending date: **11/26/96** (NOV 26, 1996)

All outpatient encounters that occurred between 11/25/1996 and 11/26/1996 will be marked for retransmission to the National Patient Care Database.

Are you sure you want to do this? **YES**

Marking of encounters for retransmission queued as task number 390759

## Selective Retransmission of NPCDB Rejections

### Introduction

This option displays a list of those patients who currently have rejections from the National Patient Care Database on file and are not marked for retransmission. The list only includes demographic and other non-encounter related errors.

You can then selectively choose which patient encounters should be marked for retransmission. Entries which are selected will be marked by an asterisk (*) and will be flagged for retransmission when you exit the option.

You may choose to select all patients from the list or individual patients (by patient name or encounter number). A deselect function is also provided. You must make a selection before you can utilize the deselect function. Again, you may deselect individual patients or decide to deselect your entire selection.

### Example

Building list of patients who have encounters that were rejected by the National Patient Care Database and are not currently marked for retransmission. This list only includes demographic and other non-encounter related errors.

Building display screen

```

Rejections From NPCDB      Oct 21, 1996 08:37:16      Page: 1 of 1
-----
Patients whose encounter data has been rejected by the National
Patient Care Database and not currently marked for retransmission
(Entries marked by '*' will be flagged for retransmission on exit)

Patient
1 DERDEN,JOHN      (1525)
2 FISHER,SAMUEL    (3035)

Patient
3 PETERSON,JAMES   (9889)
4 SMITH,DON B.     (6551)

Enter ?? for more actions
SP Select Patient(s) to retransmit      DP Deselect Patient(s) for retransmit
SN Select by Number for retransmit      DN Deselect by Number for retransmit
SA Select All for retransmission         DA Deselect All from retransmission
Select Action: Quit//  SN Select by Number for retransmit
Select Patient(s) (1-4):  1
  
```

## Selective Retransmission of NPCDB Rejections

### Example

```

Rejections From NPCDB      Oct 21, 1996 08:37:16      Page:    1 of    1
  Patients whose encounter data has been rejected by the National
  Patient Care Database and not currently marked for retransmission
  (Entries marked by '*' will be flagged for retransmission on exit)

Patient
*  1  DERDEN,JOHN          (1525)
   2  FISHER,SAMUEL        (3035)

Patient
   3  PETERSON,JAMES       (9889)
   4  SMITH,DON B.         (6551)

Enter ?? for more actions
SP Select Patient(s) to retransmit      DP Deselect Patient(s) for retransmit
SN Select by Number for retransmit      DN Deselect by Number for retransmit
SA Select All for retransmission         DA Deselect All from retransmission
Select Action: Quit//  <RET>

```

Rejected encounters for the selected patient(s) will now be marked for retransmission.

## Section 1 - Ambulatory Care Reporting Menu

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